



Women and Gender Advocacy Center Student Graphic Designer Job Description Spring 2019

Women and Gender Advocacy Center provides programs and resources focusing on all genders, social justice, and interpersonal violence prevention. Additionally, WGAC provides advocacy and support for victims of sexual violence, stalking, sexual harassment and relationship violence. Our purpose is to provide a safe and affirming space for the students we serve at Colorado State University, while supporting systemic change to end all forms of oppression within our community.

Undergraduate graphic designers in the WGAC will work approximately 5-10 hours per week during the semester. Students will be directly supervised by the Program Coordinator for the WGAC; will have regular individual meetings. All student employees of the WGAC are expected to meet the necessary obligations with performing the specific functions of their jobs in addition to modeling our values of inclusion and (intersectional) social justice, while creating a safe, affirming space for survivors of interpersonal violence.

Expectations

- Thinking creatively and developing new and original design concepts, graphics and layouts
- Working with a wide range of media, using Adobe graphic design software
- Create online and print marketing materials for WGAC programs including, but not limited to, awareness campaigns, body image education, and advocacy materials
- Help create and maintain fresh and up-to-date social media presence on multiple platforms including Facebook and Instagram
- Join a dynamic staff of 20+ student employees, and 7 professional employees
- Other duties as assigned.

Qualifications

- Strong administrative skills including attention to details and managing multiple projects
- Demonstrable multimedia graphic design skills with a portfolio
- Up to date with industry leading software and technologies (In Design, Illustrator, Dreamweaver, Photoshop, etc.)
- Ability to demonstrate the mission, vision, and values of the Women and Gender Advocacy Center, Student Diversity Programs and Services, and Colorado State University
- Ability to meet the conditions of employment

Conditions of Employment

- Must be enrolled at CSU and making progress toward their degree during their period of employment.
- The GPA requirement is a term GPA of 2.25 and a cumulative GPA of 2.50; staffs are expected to meet this requirement and maintain it during their period of employment.
- Must be available for employment for the duration of the Spring 2019 semester with the possibility of working beyond
- Able to work some nights and weekends.
- Able to work autonomously, take initiative and provide leadership while also working as part of a team.
- Remuneration – Starting at \$11.60/hour

CSU is an EO/EA/AA employer.

Colorado State University conducts background checks on all final candidates.

Visit <https://wgac.colostate.edu/employment/> to submit an application.

