



MUSEUM of
NORTHERN
ARIZONA

Celebrating the Colorado Plateau

Title: Graphics Design Intern

Department: Marketing

Status: Part-Time, Unpaid

Supervisor: Marketing Manager

Position Description: The graphics design intern is responsible for creating content for the Museum's website, social media, and print materials (fliers, newsletters, posters, etc.).

Major Tasks and Responsibilities:

- Creating artwork and graphics
- Other duties as needed

Education and Experience Requirements:

- Experience with Adobe Creative Suite
- Must have completed graphic design courses in typography and layout
- Excellent organizational skills and attention to detail

Abilities, Skills, and Knowledge:

- Experience in an office environment is a plus
- Ability to follow direction
- Must be a self-starter

Working Schedule and Conditions:

- Must be available to work 10-15 hours per week, on weekdays, between 9 am and 5 pm (exact schedule to be determined based on availability of candidate)
- Need commitment of at least three months (one semester)

Benefits

- Membership to the Museum of Northern Arizona
- Experience working in a professional, non-profit environment
- College credit, if applicable

Deadline:

Please submit your application materials by September 15.

How To Apply:

Send cover letter, resume, and a link to your digital portfolio (Flickr, Dropbox, etc.) to employment@musnaz.org. Please indicate in your cover letter the position you are applying for.

Job offer contingent on satisfactorily passing criminal background check.

The Museum of Northern Arizona is an equal opportunity employer.