

Graphic Design Intern

Title: Graphic Design Intern: Non-paid

Objective: Kingdom Creations Enterprises seeks a Graphic Design Intern who will be responsible for creating artwork and graphic designs for organization. The Graphic Design Intern will manage workload and art submission schedules to ensure that work is completed on time and on budget.

Responsibilities: Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts; Designs flyers, brochures business cards and online medium, Determines size and arrangement of illustrative material and copy, and select style and size of type; Use computer software to generate new images; Mark up, paste, and assemble final layouts to prepare layouts for printer; Review final layouts and suggest improvements as needed; Develop graphics and layouts for product illustrations, company logos, and Internet websites;

Qualifications: Knowledge of computer hardware and software, including Adobe Photoshop, Illustrator, Indesign, Microsoft Publisher and Word; Knowledge of design techniques, tools, and principles involved in production of precision technical plans, blueprints, drawings, and models; Ability to actively listen and give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Average Time Commitment: 5-20 hours per week; hours coordinated with the Office Manager.

Measure of Success: Completion of goals and production project; available to other employees and interns, meetings are held efficiently, creates friendly and loving environment, good team spirit.

Benefits: Gain experience in building relationships and working with other people, play a key role in shaping organization, Explore all avenues of the business and knowledge of how to run a business and advertise, Stepping stone to future positions, Opportunity to network on different levels, Recognition, improve meeting management skills, gain experience that can be used on the job.