

Graphic Design Intern

Reports to: Pam Barrett, Director of Operations

Position Status: Intern (unpaid)

Time Commitment: 15-20 hours/week



About Susan G. Komen®

Nancy G. Brinker promised her dying sister, Susan G. Komen, she would do everything in her power to end breast cancer forever. In 1982 that promise became Susan G. Komen® and launched the global breast cancer movement. Today, Komen is the world's largest grassroots network of breast cancer survivors and activists fighting to save lives, empower people, ensure quality care for all and energize science to find the cures. The Chicagoland Affiliate, established in 1997, is one of more than 80 Affiliates in the U.S. Since 1997, Komen Chicago has invested nearly \$16M in local programs, funding potentially lifesaving services for underserved and uninsured men and women.

Position Overview & Basic Function

The Graphic Design Intern will assist the affiliate with various design needs for special events and overall affiliate marketing and messaging. Intern will work with staff to identify needs and fulfill requests.

Primary Responsibilities

Intern will be responsible for working on graphics for the following items:

- Chicago Mother's Day collateral
- Ride for the Cure
- Ignite the Fight Gala
- Mission collateral
- Campaign collateral
- Social Media graphics/marketing
- Website Graphics
- Email Graphics

Required Skills & Education

- Very comfortable working with Adobe Illustrator, In Design, and Photoshop.
- Excellent communication, customer service and interpersonal skills.
- Strong time-management, organizational and research skills.
- Quick learner with the ability to self-motivate.
- Have strong computer skills, including strong experience Microsoft Offices (i.e. Word, Excel)
- Must be enrolled as an undergraduate or graduate student or be a graduate of a college or university

Other

- Ability to lift / carry 15 pounds; capable of standing for one hour or more.
- Position will be able to use their personal computer.

Benefits

- Opportunity to gain insight into the not-for-profit sector.
- Working in a "hands-on" professional team environment with individuals who respond to critical community issues.
- Develop above-entry-level skills.
- Obtain college/university class credit (if applicable).

To Apply:

Please submit a cover letter and resume to Pam Barrett, Director of Operations, at pbarrett@komenchicago.org. Please put the intern title and your first and last name in the subject of the email.