

Iowa State Memorial Union Graphic Designer

The Memorial Union marketing and graphics department functions as a creative marketing agency within the MU. Clients of our design and marketing services include departments within the Memorial Union and the Student Activities Center, including Cybowl and Billiards, The Maintenance Shop, and The Workspace. Under supervision of Marketing Coordinator, student graphic designers create advertising, signs, flyers and displays, etc. for departments in the Memorial Union.

TITLE: Graphic Designer (student)

DUTIES AND RESPONSIBILITIES:

- Gathers direction from work orders, design supervisor, and/or clients.
- Coordinates with supervisors for copy writing needs and design direction.
- Creates layouts, including gathering photography, illustrating, and versioning as needed.
- Creates signage.
- Creates displays using large scale elements as needed.
- Maintains office design files and archives records; cooperates with other designers in maintaining office.
- Performs other related projects as assigned.

KNOWLEDGE AND EXPERIENCE:

Required: Undergraduate student enrolled in Graphic Design program. Must be familiar with Macs and Adobe Creative Cloud software, and general word processing and internet applications. Prefer some ability with freehand illustration.

REPORTS TO:

Kristin Erdman
MU Marketing Coordinator
Memorial Union
kerdman@iastate.edu

Hours: 10-20 hours per week

Pay: \$9/hour

Application: Email a resume and portfolio to mugraphics@iastate.edu