



Gwin Communications

Graphic Designer Intern

The Opportunity:

Gwin Communications is an Indigenous owned and operated company focused on elevating Indigenous voices and their stories. We are committed to meaningful, transparent engagement, ongoing dialogue and communication with our clients, communities and stakeholders. Gwin Communications believes in empowering Indigenous Peoples to share their projects, issues and initiatives with mainstream media and the general public. Gwin Communications has created an impactful team, 100% of our team identify as Black, Indigenous, or other people of colour (BIPOC), with the majority of our team being of Indigenous descent.

Reporting to the Communications Manager, the Graphic Design Intern will conceptualize, design and execute a variety of collateral. Material is delivered on time and online through the creation of social media graphics, advertisements, digital content, posters, training material, and other communications collateral. If you are looking to develop your graphic design skills, writing skills, and exposure to a diverse number of projects, this is the perfect match. Working collaboratively with the various teams, you will be at the table as a key participant in brainstorming, content creation, and synthesizing ideas and concepts making an impact.

Responsibilities:

- Conceptualize art design independently and/or collaboratively to establish an inspired, on-brand deliverable.
- Comprehend and deliver, on time, according to required brand guidelines.
- Develop overall layout and production for print, digital and web designs.
- Work with Adobe Creative Suite source files to update messaging to match specifications.
- Prepare print files and work with printers to execute final artwork. Press checks may be required.
- Other duties as required.

Qualifications:

- In progress of completing a degree or certification in Graphic Design, Digital Design, Email Design and Web Design.



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- Very proficient with Adobe Creative Suite, Illustrator, Photoshop, InDesign and Google Workplace.
- Experience with project management software (e.g. Asana, Monday, Trello, ClickUp) and ability to organize and execute on multiple plans concurrently.
- Strong design, communication, and detail-oriented skills with ability to manage and prioritize project workflow to successfully meet tight and competing deadlines.
- Creative and unconventional thinking, the ability to define innovative messaging and positioning as highlighted in your portfolio of work.
- Working knowledge of Wordpress, .html coding and CSS an asset.
- Resourceful, takes initiative, and can work independently.
- Able to work a flexible schedule including days, evenings, and weekends.
- Virtual work placement with potential for occasional travel requirements. Out of province applicants are invited to apply.

As this agency is focused on working with Indigenous communities, preference will be given to BIPOC applicants or people with extensive experience working with Indigenous communities.

This is a paid internship, successful candidates will earn \$18.00 per hour with a potential bonus based on very strong performance.

Send resume and cover letter to tansi@gwincommunications.com. Deadline for applications is Friday, April 2, 2021.