

Tuesday, October 2, 2012

Graphic and Web Design Internship

Fernando Maneca Marketing & Communications Director fernando@bax.org

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Graphic and Web Design Internship

Part time: 20-24 hours per week

Academic credit and a modest stipend available.

Recognized nationally for its vital work in developing artists, and for its excellence in arts education, BAX/Brooklyn Arts Exchange is a multifaceted performing arts organization in Park Slope, Brooklyn.

We are looking for a graphic design major in their Junior or Senior year, with a keen eye for a wide range of design aesthetics and can tailor their work to market a variety of artists and arts education programs.

This internship is an excellent opportunity for graphic design majors to explore and expand their design capabilities via hands-on experience, including creating in-house flyers, posters, performance programs and help maintain our current website.

Internship benefits include:

Building one's portfolio Free admission to BAX performances and reduced tuition to adult classes and workshops College credit A modest stipend

Key Duties Include:

Designing postcards, fliers and posters for performances and fundraising events Creating graphics for the web (bax.org and social media sites) Archiving marketing materials and photos Researching competitor marketing materials Updating "How-To" Google sites Additionally:

Additional duties vary with interests, experience and our current departmental needs.

Intern will also work with other staff and assist in with general office support.

This is an excellent opportunity to become immersed in a busy thriving arts center with diverse populations and activities. For more information about BAX visit www.bax.org

REQUIREMENTS:

Interns are expected to commit to at least 20 hours/week Must be proficient in Adobe Creative Suite – InDesign, Photoshop and Illustrator Proficiency in QuarkXpress is very helpful, but not required. Some knowledge of WordPress is also helpful. Working knowledge of Google Apps (calendar, Picasa, sites, etc.) An understanding of online content sharing sites Rudimentary knowledge of HTML is very helpful, but not required

Please email cover letter, resume and links to work samples/porfolio to BAX's Marketing & Communications Director, Fernando Maneca, at: Fernando@bax.org

No phone calls please.

Fernando Maneca Marketing & Communications Director
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