



CSU HEALTH NETWORK

COLORADO STATE UNIVERSITY

Graphic Design Student Assistant

Position Description

The Graphic Design Student Assistant assists with the design and development of marketing and communications materials for the CSU Health Network, including marketing efforts regarding student services, the new CSU Health and Medical Center, and health promotion campaigns. This position requires a student experienced in graphic design for print and digital communications. The position will be based in the new on-campus CSU Health and Medical Center.

Major Responsibilities:

- Design and produce digital and print marketing materials for CSU Health Network events, programs, services and campus health campaigns
- Create and update videos and animations for CSU Health Network communications
- Assist with printing and distribution of marketing and communications materials
- Coordinate photo shoots for CSU Health Network creative materials
- Ensure materials are consistent with CSU Health Network and CSU brand identities
- Work closely with CSU Health Network staff, student assistants, and other departments and units on campus to fulfill organization's graphic design needs
- Perform other duties as assigned by the Associate Director of Communications

Reporting Structure:

Graphic Design Student Assistant will report to Associate Director of Communications.

Position Qualifications:

Minimum

- Graphic design experience using Photoshop, Illustrator, and InDesign
- Demonstrate the ability to work effectively both individually and on a team while maintaining a positive attitude
- Demonstrate the ability to work in a changing environment and learn new information and processes quickly
- Strong communication and interpersonal skills
- Commitment to working with diverse populations, identities, and experiences
- Excellent organizational skills, effective multi-tasking and detail oriented
- Ability to commit a minimum of 10 hours per week to this position

Preferred

- Student pursuing a Graphic Design degree at CSU
- Experience with photography and filming, including camera work, art direction and editing
- Work experience indicating attention to detail and follow through
- Experience working in a Graphic Design internship or job
- Demonstrated experience managing projects independently
- Interest in healthcare marketing and public health communications

Job Type:

Student work-study or student hourly

Hours Per Week:

12-15 hours/week

Flexible shifts available between 8:00 am – 5:00 pm, Monday-Friday

Hourly Rate:

\$10.00/hour

Start Date:

August 2017

Timeframe:

Ongoing – Fall/Spring semesters & Summer

Contact:

Kate Hagdorn, Associate Director of Communications

CSU Health Network

kate.hagdorn@colostate.edu

(970) 491-1088

Application Instructions:

Submit cover letter, resume and minimum of three (3) design samples (or link to online portfolio) by email to kate.hagdorn@colostate.edu.

Application Deadline:

Monday, July 31st at 5:00 pm

About CSU Health Network:

CSU Health Network is committed to the care of body and mind for all students at Colorado State University. All CSU students have full access to the wide range of medical, counseling, and health education and prevention services provided by CSU Health Network, regardless of their insurance plan. As every student's on-campus home for health and well-being, CSU Health Network is active in creating a healthy campus environment to support learning and success. All CSU Health Network services are conveniently located on-campus at the CSU Health and Medical Center at 151 West Lake Street. For more information, visit health.colostate.edu.

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