



## AUSTIN DISASTER RELIEF NETWORK MARCOMM INTERNSHIPS

**Job Title:** Graphic Intern (Unpaid)

**Organization:** Austin Disaster Relief Network

**Location:** Remote

**Internship Duration:** 3 months, 6 months, or 12 months

**Overview:** Austin Disaster Relief Network is seeking an enthusiastic and self-motivated individual to join our team as a Graphic Design Intern. As a Graphic Design Intern, you will work closely with our Marketing and Communications team to help design and execute campaigns that engage our audience and support our mission. Your production design skills will be invaluable to streamlining projects and reaching goals efficiently and effectively.

### **Responsibilities:**

- Assist with the creation of materials for digital and print use.
- Assist with collateral updates.
- Refine graphics in accordance with branding guidelines and given feedback.
- Prepare images, photos, and files for production.
- Collaborate with team members to research, develop, and implement campaign strategy and graphics that support our mission and goals.
- Stay up-to-date with the latest graphic design trends and best practices.
- Assist with admin tasks as necessary.

### **Requirements:**

- Strong design and typography skills, with a keen eye for detail.
- Proficiency with the Adobe Creative Cloud software such as Photoshop, Illustrator and InDesign.
- Fluency in production and pre-press needs for digital and print materials.
- Familiarity with social media platforms, including Facebook, Twitter, and Instagram.
- Basic understanding of and experience in photo editing and composition.
- Comfortable with navigating the backend of a WordPress website.

- Good organizational skills and the ability to multitask and manage multiple projects.
- Great communication skills, writing ability a plus.
- Strong research skills and a desire to learn.
- A passion for design and a strong interest in non-profit organizations and their role in creating positive change in the world.
- Must be able to the time duration discussed, and have a flexible schedule especially during times of disaster response.

This is an unpaid internship opportunity, but the selected candidate will gain valuable experience in the field of graphic design and non-profit marketing, as well as a strong reference for future job opportunities.

**To Apply:** Please submit your resume, portfolio, and a short video that explains why you would be a great fit for this internship at [ADRN.org/internships](http://ADRN.org/internships).

**Deadline:** Rolling Basis

Austin Disaster Relief Network is an equal opportunity employer and encourages candidates of all backgrounds to apply. ADRN is a non-denominational Christian organization bringing hope to survivors in crisis through physical, emotional, and spiritual support. More information including the mission, vision, and values can be found [ADRN.org](http://ADRN.org).