**Student Position Title** | **Graphic Layout Artist**
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**Job Description**
The Graphic Layout Artist helps communicate the spirit of Rec Sports events, programs and facilities through the effective use of graphic design for both print and electronic media.

**Responsibilities**
Typical job duties include but are not limited to:

- Design graphics for use in print media. Examples include banners, flyers, brochures, ads in local magazines and newspapers, and more.
- Assist with the creation of digital images and advertisements for publication on the internet, RecTV, and social media.
- Maintain a library of images to be used in marketing collateral.
- Serve as back-up staff for new student conferences and other campus events.
- Assist with special projects and office duties as necessary.

**Experience and Abilities**
Required experience and abilities include:

- Graphic layout and design experience.
- Proficiency using Photoshop, InDesign and other Adobe software applications.
- Experience using Photoshop to color-correct and retouch images.
- Creativity and a good eye for design.
- Strong attention to detail.
- Excellent written and verbal communication skills.

*A portfolio of previous design work is required with application.*

**Additional Information**
This position is available to students only.

Work schedules are flexible; however, applicants must be able to work 12-15 hours per week. **Summer availability is required.**

Beginning pay rate is $9.25/hour.

**Contact Information**
For more information about this position, please contact:

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