



Summer Intern Employment Opportunity

Marketing & Graphic Design Associate (Internship)

Date of Posting: March 1, 2018

Deadline to Apply: March 19, 2018

Job Description

The Marketing & Graphic Design Associate will work closely with the Communications and Marketing Lead to implement and support key communication and marketing tools across: print, web and social platforms. We require a creative thinker and self-starter who can work with a wide range of media and is proficient in the use of graphic design software.

Specific tasks will include:

- development of graphics to support Northumberland CFDC programming across illustrations, logos and websites
- create and develop new design concepts, graphics, layouts
- PowerPoint template creation and streamlining to ensure consistency, ease of use and visual appeal
- creation of canned imagery and ads that reflect Northumberland CFDC key messaging and strategy
- assist in deep dive analysis for rebranding project
- assist in creation of engaging social media content and content scheduling
- support the Communications & Marketing Lead
- planning of a product refresh, coordinating launch and develop future events
- additional activities as may be assigned from time to time in support of entrepreneurial development, business analysis, staff support, and administration.

Qualifications

Post-secondary Student in Graphic Design, Digital Media Design, Marketing, Communications, Advertising (or related field), returning to studies in the Fall of 2018.

A creative thinker with initiative that is proficient in the use of graphic design software (such as Adobe InDesign, Photoshop Illustrator, Dreamweaver and Power Point), able to create, plan and execute, and has excellent written and oral communication skills.

Hours

35 hours per week (8:30 am - 4:30 pm) beginning Monday, April 23rd, with extra hours as required for events.

How to Apply

Please send resume and cover letter to Northumberland CFDC, preferably by email to:

info@northumberlandfdc.ca

Subject: Marketing & Graphic Design Associate Internship

or drop off/mail to our office at 600 William Street, Suite 600, Cobourg, Ontario.

This position is available subject to funding.

We thank all applicants but only those chosen for an interview will be contacted.