**EWU Athletics Marketing Assistant 2 – Graphic Designer**

Graphic designers, under direct supervision, duties may include, but are not limited to:

* Assisting in the production of marketing materials
* Making signs, flyers, brochures, and newspaper ads used to promote events, programs and initiatives.
* Creating graphic arts.
* Creation of athletic social media account templates
* Performing other related duties as assigned or required.

This position will report to *EWU Athletic Marketing/Creative Services* and *Assistant Athletic Director of Marketing and Creative Services.*

This position will have the *potential to work events. Potential to work quarter breaks Up to 19 hours per week. Flexibility to work in office or remotely*

**Required Qualifications:**

Applicants must have a creative mind and be able to keep up with industry standards.

Applicants must have some working knowledge, understanding and background in sports pertaining to graphic design.

Applicants must have manual dexterity to accurately and safely use tools (e.g. x-acto knife, etc.).

Applicants must have experience and be proficient in using graphic design programs, including Adobe Creative Suites (i.e. Illustrator, Photoshop, InDesign, Premiere Pro, etc.).

Applicants must be self-motivated with a willingness to learn, have a positive attitude, and have the ability to take direction, receive constructive feedback, and work well with others.

Applicants must be able to work independently and as part of a team, be reliable, responsive, meet deadlines, be organized and possess time management skills, demonstrate attention to detail, and be sensitive to the needs of a diverse population.

Applicants must be interested and engaged in developing professionally.

Applicants must be able to work with others at all levels, have a professional demeanor, excellent interpersonal skills, strong communication skills, and emotional intelligence.

Applicants must be able to manage conflict, collaborate and work effectively both independently and as a member of a team.

**Preferred Qualifications:**

EWU Visual Communication Design (Graphic Design) major.

Owns a proficient computer with access to Adobe Creative Suite. This is ideal for individuals to work remotely. Computer with Adobe Creative Suite is available in the office.

**Student employees are subject to EWU’s employment Policies and Procedures and the EWU Student Code of Conduct. As a student employee, you are expected to adhere to both. Please be advised that violations of the EWU Student Code of Conduct may affect your employment on campus, even if the conduct occurs beyond the scope of your job responsibilities.**

**All new employees must comply with EWU immunization Policy 602-02 and provide proof of immunity or vaccination to MMR and proof they are fully vaccinated against COVID-19 before beginning work at EWU. Waivers for the immunization requirements are available for medical or sincerely held religious beliefs.**

**This position, during the course of university employment will be involved in the receipt of, or accountability for, university funds or other items of value; as well as the unsupervised access with the developmentally disabled, vulnerable adults or children under the age of 16. The offer of employment is contingent upon successful completion and passing of a background check prior to beginning employment.**

**Salary Range B**