UNIVERSITY
RECREATION
& WELLNESS

Undergraduate Student Hourly Position Available
University Recreation & Wellness
Graphic Design Assistant

University Recreation & Wellness (RecWell) is seeking an exceptional student to fill our Graphic Design Assistant position. This position will support our communication and marketing efforts by producing graphic assets that promote RecWell programs, services, special events, and educational initiatives. The position will work with various internal clients within RecWell including fitness, adventure, club sports, intramural sports, golf, and aquatics and community programs, as well as facilities and member services. It is an excellent opportunity to gain "real world" work experience, learn from a professional designer, and create diverse pieces for your creative portfolio.

Responsibilities of the Position:

- Design marketing collateral for print and digital media such as posters, flyers, brochures, postcards, outdoor banners, facility signage, apparel and promotional items, graphics for digital displays and social media, etc.
- Design visual identity concepts for programs, events, and marketing campaigns
- Assist in production and fabrication of creative deliverables, including large-format posters and other printed items (cutting, folding, stapling, laminating)
- Design and update bulletin boards at various RecWell facilities on campus
- Prepare files for proofs, print, and final outputs

Qualifications:

- Proficient in Adobe Creative Cloud software; particularly experienced in InDesign, Photoshop, and Illustrator
- Knowledgeable in the principles of graphic design and visual communication

Preferred:

- Accepted into the Graphic Design Concentration through the Department of Art
- Some photography and videography experience

Supervised by: Coordinator for Graphic Design & Creative Services

Starting Pay: $13.00/hour

Average Weekly Work Hours Required For this Position: 8-10 hours

To apply:

1. Complete the online student employee application at go.umd.edu/applyrecwell.
2. Email a cover letter, resume, and at least 3 graphic design work samples to Kate Maloney, kmalone2@umd.edu.

Application deadline: For best consideration, apply by Friday, August 17. Applications received by Friday, August 24 will be reviewed.