



Position Available: Graphic Designer Coordinator

Are you a person who lives to make a difference in the lives of others? As Canada's only incorporated student volunteer centre, Student Volunteer Connections (SVC) works to ignite, educate, & foster University of Guelph students through the world of volunteerism. Student Volunteer Connections strives to promote positive social action for the purpose of building skills, passions, and most of all, community. In order to effectively assist students, SVC implements a variety of in-person and online programming that promotes volunteerism and social action on-campus, in the Guelph-Wellington community, and beyond.

Term: September 2012 to April 2013

Hours: Flexible

Report to: SVC Director

Overview

SVC is recruiting a graphic design volunteer to consistently work with our organization throughout the next year. There are a number of year-round projects that require completion including event specific as well as general promotional materials for SVC. In addition, this year SVC is completely re-branding our organization and in order to re-launch our organization in January 2013, we need a skilled graphic designer to capture who we are in a professional image that is attractive to both students and volunteer organizations alike. This is a great opportunity for an individual to leave a legacy within our organization by being a part of the re-branding and design process.

Roles and Responsibilities

The year-round duties of this position include, but are not limited to assisting in the following:

- Assist with updating current promotional materials for general and event specific promotion
- Design new graphics following the re-branding process during Fall 2012 to be launched in Winter 2013
- Assist with the creation of "Brand Guidelines" to be used by all future graphic designers and other SVC team members in promotions and communications
- Work with staff, volunteers and board members to create required promotional materials on a case-by-case basis
- Work with staff, volunteers and board members to use the "new brand" to design new promotional and organizational materials.



- Ensure that all files are passed on to SVC in a format that can be altered by future graphic design volunteers and staff

Qualifications

Ability to:

- Work independently and in a team environment
- Artistic ability and creativity
- Technical skills in software relevant to graphic design
- Take initiative and have passion for graphic design

Knowledge of:

- Student volunteerism and civic engagement
- Student Volunteer Connections and its stakeholders

Strong Skills in:

- Oral and written communication
- Organization
- The ability to problem solve
- Leadership and management

Experience in:

- Volunteerism
- Marketing and Promotions
- Proficiency in graphic design

...and most important, you must love to laugh and have fun in what you do!

If you think you would be an ideal candidate for the position, please email your cover letter and resume to Shawna Smith (Director) svc@uoguelph.ca by September 20th at 4:30pm. Student Volunteer Connections is an equal opportunity employer committed to diversity and welcomes all interested parties to apply.