

Newark Museum Association
Position Announcement

Position: Graphic Design Intern
Department: Marketing
Reporting Relationship: Graphic Designer

Position Objective:

The intern will produce portfolio-worthy pieces and learn to develop products from concept to completion. The intern will gain experience working with multiple departments during the drafting process as well as learn to collaborate effectively as a designer.

Specific Duties and Responsibilities:

- Design inward-facing materials and work on minor client-facing materials.
- Assist in post-production finishing and learn bindery skills such as cutting and measuring collateral.
- Proofread marketing material.
- Adjust images for Museum website.

Qualifications:

- BA or BFA degree coursework in progress in Graphic Design or Art program
- One or more years' experience is preferred
- Excellent communication skills and attention to detail
- Proficiency in Adobe Illustrator, InDesign, and Photoshop. Adobe Premiere is a plus.

Send letter of application and resume to:

Human Resources
Newark Museum
49 Washington Street
Newark, NJ 07102

Humanresources@newarkmuseum.org