

Job Title: Graphic Design Intern

Department: Communication and Publications

Reports To: Director, Communications and Publications

The Council for Exceptional Children is looking for a graphic design intern who wants to both grow their skillset and contribute to projects that support exceptional children. If you are creative, a team-player, and a self-starter, this is opportunity for you. The graphic design intern reports to the Director of Communications and Publications and supports the entire CEC team with both digital and print products.

Responsibilities:

- Create designs for both digital and print media for marketing, social media, programs and initiatives;
- Conceptualize, design, and communicate content that is both informational and matches the CEC brand identity;
- Partner with staff and volunteers at many points throughout projects to gain feedback and meet the overall vision of all projects.

Required Skillset

- Must be a current college student or recent graduate;
- Expertise in Adobe Creative Suite (Photoshop, InDesign, Illustrator) and Microsoft Office (Word, PowerPoint, Outlook) required. Some knowledge of web authoring software or video editing software is a plus;
- Strong grasp of the English language in both spoken and written format;
- Ability to be a team-player and manage multiple projects at once.

Type: Part-time, start August 16 (or sooner); ends December 17 (possible option to extend)

Location: Arlington, Virginia (may be partially or fully remote)

Pay: \$15/hour, 15-20 hours per week (flexible).

To apply, send your resume, cover letter and link to your portfolio to spedjob@exceptionchildren.org.