Position Title: CACP Graphic Designer
Supervisor Name: Elena Belle White
Supervisor Title: Associate Director, Center for Art and Community Partnerships (CACP)
Department: Center for Art and Community Partnerships (CACP)
Location of Position: Remote; though when we return to campus in-person meetings are helpful
Number of Openings: 1
Hours per Week: 4-6 hours/week
Hourly Rate or Salary: Fall 2021: $13.50/hr; Spring 2022: $14.25/hr

Leadership experience complements the academic curriculum at MassArt and empowers students to become more confident, engaged artists, designers and citizens. Students have the opportunity to apply for various paid positions to be held during their sophomore through senior years.

Student Leadership at MassArt is rooted in MassArt's Mission and Values and is essential to transforming MassArt's culture and community. All student leaders will be expected to uphold MassArt's missions and values as we work together to make MassArt a more equitable place to work, learn, live and make.

ABOUT CACP:
The Center for Art and Community Partnerships (CACP) partners with people and communities within and beyond MassArt to radically expand access to transformative creative experiences. CACP matches MassArt faculty, students, staff, and alumni who want to engage in community-based projects with neighborhood organizations, schools, and institutions to create mutually-beneficial, sustainable partnerships in the visual arts. The Center uses art as a catalyzing force for citizens to act creatively together. To learn more please visit: massart.edu/cacp

ABOUT THE POSITION:
The CACP Graphic Designer will provide the CACP office with invaluable in-house graphic design support helping us to refine and build our brand and tell our story in meaningful ways. We do beautiful community engagement work and we need your help to share this work with our many communities!

The CACP Graphic Designer will work on projects such as (but not limited to):
- Flyers, postcards and other materials for print
- Social media graphics and animations
- Annual Report design
- Mapmaking
- Organizing and editing images

Responsibilities:
- Provide consistent 4-6 weekly hours of graphic design work
- Weekly check-in meetings with supervisor
- Maintain open / frequent communication with CACP staff
- Participate as a member of our student-cohort by attending monthly PartnershipWORKS Sessions (see below for more details)
- Complete and submit evaluations and timesheets by due dates
- Additional responsibilities depending on student interest and expertise

PartnershipWORKS Sessions:

All students employed through CACP participate in PartnershipWORKS sessions. These gatherings of CACP's full 40+ student cohort help to build community among the CACP cohort+staff and prepare students to engage with community-based work. These sessions are a required part of working with CACP, occur once a month, and students are paid for participation.

Qualifications:
- Must be in good academic and disciplinary standing
- Strong graphic design skills
- Fluency with the Adobe Suite
- A sharp mind for details
- Organized and motivated
- An effective communicator - especially via email
- Good writing skills
- Committed to the CACP mission
- Comfortable taking initiative
- Enjoy working with people and possess a good sense of humor