



WANTED: Graphic Design Work-Study/Intern

The University Musical Society (UMS) has been bringing the world's leading music, theater, and dance companies to Ann Arbor for the last 138 years. We're looking for a Graphic Design Work-Study/Intern Student to join the UMS Marketing Team for our 139th season, September 2017 - April 2018.

UMS offers approximately 65 performances each season by top-ranking international artists including symphony orchestras, dance and theater companies, and a wide array of chamber music ensembles, solo recitalists, jazz artists, world music artists, opera, and choral groups. UMS events are held in Hill Auditorium, Power Center, Rackham Auditorium, Lydia Mendelssohn Theater, and other venues around town. For more info about UMS, visit: ums.org

This internship will provide one lucky student with a personal introduction to Phire Group (one of Ann Arbor's largest design firms), high-level responsibility, and portfolio-worthy design pieces. Both unpaid interns and work-study students are welcome to apply. In addition to gaining valuable "real-world" experience working as an integral member of the UMS Marketing Team, the Graphic Design Work-Study/Intern will also get complimentary tickets to most UMS performances.

To apply, please forward your combined cover letter and resume to mschirr@umich.edu.

JOB TITLE: Graphic Design Intern/Work-Study Student
DEPARTMENT: Marketing & Communications
REPORTS TO: Marketing & Media Relations Coordinator, Director of Marketing

SUMMARY DESCRIPTION:

The Graphic Design Work-Study/Intern will be responsible for designing approximately 20 brand-compliant projects per month for the UMS Marketing Team. These projects will range from paid print advertisements to event signage. It is imperative that the UMS Graphic Design Work-Study/Intern is highly proficient with InDesign, Photoshop, and Acrobat and is able to work independently while adhering to style guidelines to maintain a unified brand identity.

Candidates must provide work samples at interview.

REQUIRED HOURS: 10-15 hours per week, during regular business hours (9-5 pm).

PRIMARY DUTIES:

Create and ensure on-time delivery of accurate, brand compliant final artwork for the following:

- Paid Advertisements (both print and digital)
- Promotional Posters
- Flyers
- Signage (directional, event/activity specific)

COMPENSATION:

Work-Study or commensurate stipend.

Specific Qualifications:

- Required computer skills: high-level proficiency with InDesign, Photoshop, and Acrobat Reader.
- Excellent verbal/written communication skills.
- Excellent attention to detail and excellent proofreading skills.
- Ability to prioritize effectively in a deadline-sensitive environment.

Desired Qualifications:

- Demonstrated past experience in a design-related position (formal or informal)
- Pursuit of college degree in art and design preferred
- Have an interest in the performing arts/culture