

STUDENT GRAPHIC DESIGNER

Department Description

The Husky Union Building (HUB) is a department within the Division of Student Life. The HUB supports the Husky Experience by enhancing UW community, providing a dynamic event center, and fostering student engagement. The HUB as a department provides numerous services, meeting and event spaces, activities, and entertainment. The HUB as a student union is also home to several offices, services, and programs for the UW community.

Diversity Statement

At the University of Washington, diversity is integral to excellence. We value and honor diverse experiences and perspectives, strive to create welcoming and respectful learning environments, and promote access, opportunity and justice for all.

Job Description

The Student Graphic Designer is responsible for art and graphic design for the HUB, including program publicity, facility signage, and related design projects, including print and digital. In collaboration with the Assistant Director and the Creative Team, the Student Graphic Designer will work to promote HUB facilities, programs, services, and events to the campus community. A student will be chosen based on their graphic design experience and potential to contribute to the mission and goals of the HUB.

Responsibilities

- Create art and graphic design for HUB facilities, programs, services, and events, including print and digital
- Collaborate with the HUB professional and student staff, including members of the Creative Team
- Attend and participate in weekly Creative Team meetings; attend department trainings
- Maintain communication with the Assistant Director for project updates, assignments, and progress reports
- Other duties as assigned

Minimum Qualifications

- Experience with graphic design software (preferably Adobe Creative Suite)
- Demonstrated ability to work autonomously, multi-task, and manage time effectively
- Initiative and the ability to follow-through on tasks, projects, and deadlines
- Ability to work within the philosophy, mission, and purpose of the HUB
- Professional demeanor including creativity and flexibility
- Strong interpersonal communication skills

Preferred Qualifications

- Paid graphic design experience
- Previous and current coursework in Graphic Design, Communications, or related courses
- Previous or current membership in student government, RSO, or related organizations
- Demonstrated commitment and interest in campus involvement and leadership
- Ability to understand, articulate, and learn issues of social justice, equity, and cultural competency

Learning Competencies

The HUB provides student employees with a meaningful work experience. Some intended learning competencies that will be developed in this position include:

- Communication
 - Articulate thoughts and ideas clearly in written and oral forms to internal/external entities
- Critical Thinking/Problem Solving
 - Exercise sound reasoning to analyze issues and make decisions
 - Obtain and use knowledge, facts, and data in problem solving process
- Personal Responsibility
 - Demonstrate effective work habits such as punctuality, teamwork, time management, and integrity
 - Use mistakes as learning opportunities
- Leadership
 - Leverage strengths of self and others to achieve common goals
 - Mentor and develop others
 - Use emotional intelligence to motivate, prioritize, and delegate work

Supervision

The position will report to the Assistant Director for Communications & Development.

Job Hours

12-16 hours per week, Monday-Friday (fall, winter, and spring; limited hours available in summer) between 8am-5pm. Hours vary during academic breaks and University Holidays. Schedules are based upon workload, class schedule, and other academic responsibilities. Ideal candidates can commit to at least one academic year.

Application Instructions

Submit cover letter, resume, and design samples (min 3; can be digital, hard copy, or online portfolio) to Adam Serafin, Assistant Director for Communications & Development (aserafin@uw.edu) or drop off at the HUB Information Desk.

Project Persistence

As part of our commitment to the student experience, the HUB and the Division of Student Life will review each student intern's academic progress via GPA reviews. The intent of these grade checks is to offer our interns holistic support and connect students to resources and academic support services should the need arise. These reviews will begin after you complete your first quarter of employment. GPA reviews have no impact on your selection for the position or your standing as an employee once you begin employment.