



Graphic Design Intern Position Description

The Florida Springs Institute (FSI) is looking for a dedicated and responsible individual to fill the position of “Graphic Design Intern” from **August 28, 2017, through November 17, 2017**. During this time period, interns are expected to provide 10 hours (approximately 2 days) per week of assistance to FSI staff from home. This position is unpaid.

As a Graphic Design Intern, you may be asked to complete the following tasks and objectives:

- Generating and/or updating logos for specific FSI educational events and fundraisers;
- Designing flyers and other graphic content for the purpose of advertising FSI events, programs, and projects;
- Drafting cover and image content for FSI’s general, promotional, and scientific publications;
- Image and graphic editing; and/or
- A final springs-related graphic design project to be determined at a later date.

These tasks will be completed under the direct supervision of FSI staff. Upon successful completion of the internship, as determined by your supervisor, you will receive a recommendation letter from FSI Executive Director, Dr. Robert Knight.

An ideal candidate will:

- Be organized and able to meet set deadlines;
- Be able to productively work from home;
- Be comfortable communicating with others in person, by phone, or by email;
- Have completed at least two semesters of coursework in graphic design, and
- Have a passion for springs and their protection and restoration.

All candidates **MUST**:

- Have access to a laptop or desktop computer with Adobe Creative Cloud that can be used throughout the internship period.

Interested candidates should email a cover letter that addresses why they are interested in this position and why they would be a good addition to the FSI Team, as well as a copy of their resume, to FSI Associate Director, Heather Obara, at HObara@FloridaSpringsInstitute.org.

Applications will be accepted for this position through July 31, 2017. Applicants may be asked to attend an interview with FSI Outreach Director, Melissa Redon, and FSI Media and Communications Specialist, Tess Skiles, any time between August 1, 2017, and August 15, 2017.

If you have any questions about this position or another internship position available with FSI, please contact us at (386) 454-2427.