



Graphic Design Intern

Summary: Susan G. Komen® Louisiana internships are unpaid educational opportunities in which students can learn operations and administrative aspects of a non-profit. The Intern will work directly with the Affiliate staff to assist in the development of the fundraising and mission collateral for Susan G. Komen Louisiana.

Internship hours are flexible and based on the student's schedule and the school's requirements for credit completion. Tentatively 10 to 15 hours per week.

Komen Louisiana Affiliate office hours for intern work are 9:00 am-5:00 pm Monday through Friday, in addition to some evenings and weekends.

Term of Internship: Internship opportunities are available for both Fall and Spring semesters.

Essential Duties and Responsibilities:

- Design print documents such as posters, flyers, banners, brochures, etc.
- Work with Affiliate staff and design professionals to create newsprint ads, billboards, etc.
- Design internal documents such as presentations and how to web videos.
- Prepare final files for press, web or email distribution.
- Work with a design professional to coordinate media interest and activities.
- Create and/or update fundraising collateral.

Requirements:

- Experience working with Indesign and/or Adobe products
- Strong organizational skills, reliable, and positive attitude
- Good communication skills, written and verbal
- Interest in designing for the web
- Comfortable working with a diverse population
- Able to work with a team and independently

Benefits:

- Gain valuable experience with an internationally recognized health care organization and its brand.
- Develop skills in non-profit management.
- Participation as an integral part of the Komen Mission: to save lives by meeting the most critical needs in the community and investing in breakthrough research to prevent and cure breast cancer.