

# GRADUATE ASSISTANTSHIP FOR Graphic Design



## RESPONSIBILITIES:

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- Coordinate all print, web and related design projects, including:
  - In-house and print flyers, posters and various event marketing material.
  - Screen print and embroidery design.
  - Image, text, and video related content for campus video marketing boards.
  - Themed designed packages which includes multiple platforms such as flyers, website, invitations, letterhead, screen printing and brochures.
- Design content for departmental website and registered student organization platform.
- Tracking and oversight of departmental content management website.
- Assist registered student organizations with publicity and design plans.
- Special projects for the Division of Student Affairs.

## RENUMERATION & QUALIFICATIONS:

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The minimal requirements for a candidate seeking this assistantship opportunity is a bachelor's degree from an accredited college or university, admittance to the Arkansas Tech University graduate school as a master's degree seeking graduate student, a completed background check, and availability to begin working July 6, 2020.

This position pays a stipend of \$1,060 monthly. In addition, 18 hours of graduate credit tuition is covered per year.

## HOW TO APPLY:

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Please submit a cover letter, resume, and three professional references to **Kevin Solomon**, [ksolomon@atu.edu](mailto:ksolomon@atu.edu).

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