

Student Association of George Brown College

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| Job Title: | Graphic Designer | Job Category: | Support Staff |
| Department/Group: | The Dialog newspaper | Job Code/ Req#: | |
| Location: | Casa Loma | Travel Required: | No |
| Level/Salary Range: | \$15/hr (up to 24 hours per week) | Position Type: | Temporary-Part-time |
| HR Contact: | Mick Sweetman | Start Date: | Aug. 7, 2018 |
| Will Train Applicant(s): | No | Posting Expires: | July 6, 2018 |

Fax or E-mail: humanresources@sagbc.ca

Subject Line: <your name>: Dialog Graphic Designer

Attention: Mick Sweetman

Job Description:

The Graphic Designer for The Dialog is responsible for the arts and design elements of The Dialog in print and online. They will also be responsible for ensuring that The Dialog’s design is current and fresh while staying consistent with our established branding.

Mail:

Student Association of George Brown College
 142 Kendal Ave. Room E122
 Toronto, ON
 M5R 1M3

General Responsibilities:

- Coordinate and ensure the final layout of each issue of The Dialog.
- Creating infographics and illustrations for The Dialog.
- Working with the editors to create the front page.
- Working with the website design for The Dialog.
- Promoting The Dialog online, through social media, and handing out hard copies.
- Perform other job-related duties as required by the Managing Editor.

Candidate should possess:

- Must be available to work varying hours, including late evenings.
- Must have advanced computer design skills, specifically with the Macintosh platform and Adobe Creative Suite software.
- Experience with website and mobile design an advantage.
- Preference will be given to candidates with illustration skills, particularly for digital illustration or the creation of comics.
- Must be able to work effectively with Student Association and college staff, students and the general public.

Mission Statement:

We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.

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| <i>Commitment to Equity:</i> <i>The Student Association is an equal opportunity employer and welcomes candidates from among those groups of individuals that are traditionally underrepresented to apply.</i> | | | |
| Reviewed By: | | | |
| Approved By: | | Date: | |
| Last Updated By: | | Date: | |
| | | Date/Time: | |