Position Title: Mustangs Graphic Designer (Sport & Recreation Services)

Position Summary:
Sports and Recreation Services at Western offer students a wide range of programs and activities geared to all levels and abilities, housing intramurals and varsity athletics.

As a Mustangs Graphic Designer, your role includes assisting with producing various graphic design projects for our Mustang athletes, including marketing and social media materials, along with print products and various assignments.

What will you gain from this role?
- Gain experience producing graphics for a wide variety of stakeholders.
- Gain experience working in a fast-paced environment.
- Develop a wide mix of graphic design samples for your portfolio.
- Recognition through Western’s Co-curricular Record.

Key Responsibilities:
- Create a wide variety of graphic design projects including social media graphics, posters, programs, and more to help promote Mustangs games and Campus Recreation classes.
- Work on various print products including media guides, team recruiting booklets, etc.
- Help maintain the Mustangs image server.
- Develop graphics for various SRS websites.
- Create images and graphics for use on digital signage.

Position Requirements:
- In-depth knowledge of Adobe Photoshop is required.
- Experience working with Adobe InDesign would be considered an asset, but not required.
- Experience working with Adobe Premiere and Adobe After Effects would be considered an asset, but not required.
- Strong communication skills.
- Must possess strong attention to detail.
- Ability to work under tight deadlines in a fast-paced environment.

WESTERN PEER LEADER (WPL) PROGRAM REQUIREMENTS:
- Complete four mandatory Human Resources training modules: WHMIS, Health & Safety, Safe Campus, and AODA and the Mental Health Interactive Learning Module.
- Submit a Feedback Form each term and a year-end program evaluation to the WPL Program.
Position Specifics:

Term Length:
One academic year, September 1, 2020 - April 30, 2021

Time Commitment:
- 5-10 hours per week
- Work hours will primarily be done during typical office hours (flexibility depending on class schedule).

Training:
- Human Resources online training modules:
  - WHMIS (60-90 min)
  - Health & Safety (45-60 min)
  - Safe Campus (30 min)
  - AODA (45-60 min)
- Mental Health Interactive Learning Module (30 min)
- Position-specific training (arranged by direct supervisor)

Reports to:
Ryan Robinson, Sports Information & Communications Coordinator.

Application Method:
Login to Western Connect, and navigate to the Western Peer Leader posting boards to find this job posting and instructions on how to apply (ex. Uploading/emailing required application documents or redirecting to the Working at Western website).

Western Values Diversity:
The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact our Administrative Officer at ralary@uwo.ca or phone 519.661.1111 (89081).