



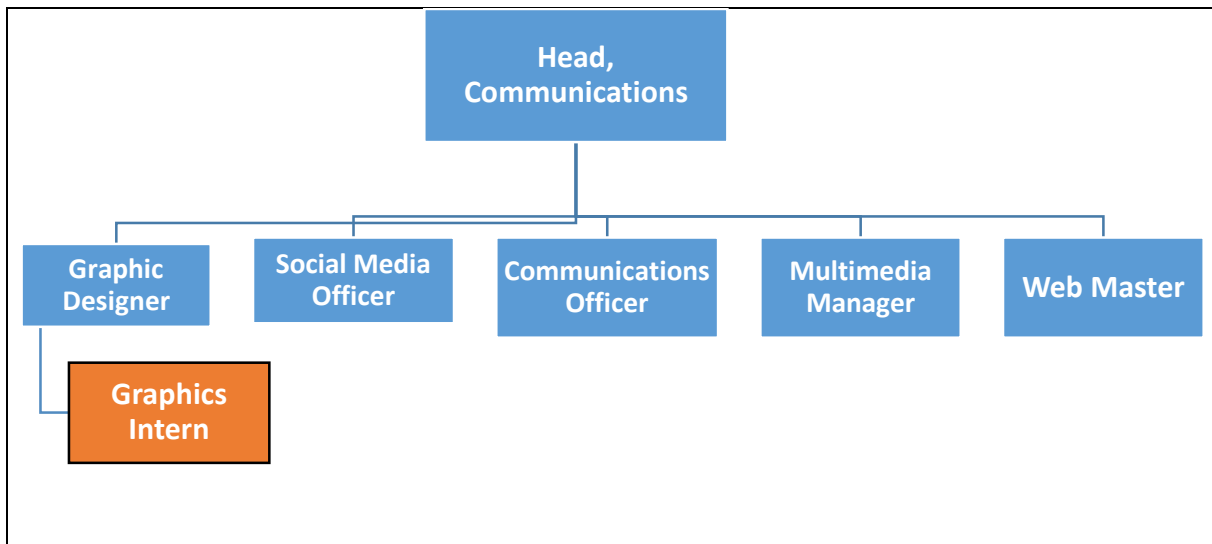
JOB DESCRIPTION

Job Title:	Graphics Intern	Department/Group:	Communications
Reporting To:	Head, Communications	Position Type:	Full time

1. Job Objective

This role supports the functions of the full time graphics team of the Church.

2. Organization Chart



3. Key Deliverables

Expected End Results ("WHAT") Key Result Areas	Supporting Activities ("HOW")
Designs For Social Media	<ul style="list-style-type: none"> • Provide assistance in the development of display pictures, social media banners • Provide assistance in the adaptation of print media designs for various social media platforms
Publications Design (unit newsletters)	<ul style="list-style-type: none"> • Work with team on the conceptualization and development of designs for newsletters
Team Support	<ul style="list-style-type: none"> • Provide necessary support across the communications unit • Any other duties or tasks as may be assigned from time to time

4. Skills & Knowledge

Knowledge, Skills and Behavior required to succeed in Role	
Educational/ Functional / Technical Qualifications	<ul style="list-style-type: none"> • Minimum of a school leaving certificate



	<ul style="list-style-type: none">• A qualification (e.g. diploma) in graphics design is an added advantage
Relevant Experience (Type of experience and minimum number of years)	<ul style="list-style-type: none">• While work experience is not a prerequisite, intern must possess a strong inclination for creativity and design• A design portfolio
Attitude and Behavioral Traits	<ul style="list-style-type: none">• Ability to receive and efficiently process information as regards design needs.• A creative mindset• A good command of the English language• An eye for details and colour combinations.• Should accept feedback and criticism graciously• Efficient time management• Desire for learning, improvement and self-development
Software Competencies	Possession of some knowledge of the use of: <ul style="list-style-type: none">• Adobe Photoshop• Adobe Illustrator• Adobe InDesign• CorelDraw• Microsoft Powerpoint