COMMUNITY
COLLEGE
of AURORA

Department	Strategic Communications and Alumni Engagement
Campus & Location	CentreTech Campus, Administration Building, A105
Supervisor Ana Romero	*Phone* 303-360-4745 *Email* ana.romero@ccaurora.edu

General Description

The student graphic designer is responsible for bringing the CCA's brand to life through the work of the Office of Strategic Communications and Alumni Engagement. This position reports directly to the Executive Director of Strategic Communications and Alumni Engagement and is supervised by the Visual Content Strategist. The student graphic designer will create and manage internal design projects that support the college's mission.

Duties & Responsibilities

- Create a variety of digital and print designs for campaigns, signage, social media, posters, and more.
- Collaborate with the Strategic Communications and Alumni Engagement team to create high-quality marketing pieces.
- Research ideas, background information, and provide inspiration for all projects.
- Complete projects in a timely manner.
- Review final marketing materials for errors and ensure the final product meets the project scope.
- Prepare files for final production.

Qualifications

- Pursuing an Associate of Applied Science in Graphic and Web Design
- Enrolled in at least 6 credits at CCA
- Proficient at Adobe Creative Cloud specifically InDesign, Photoshop, and Illustrator
- Team player
- Understand design principles and typography
- Understand in-house graphic design and brand standards
- Demonstrates professionalism, dependability, and respect for others
- Motivated individual
- Ability to receive constructive criticism to improve design skills

Number of Hours Per Week	20