



Graphic Designer

Application Close: When position is filled

Interviews: Successful applicants will be contacted for an interview

About Monash SEED

Monash SEED (Socio-Economic Engagement and Development) is a socially minded student-run organisation that seeks to provide students with the opportunity to engage in social impact through *Microfinance* and *Social Enterprise*. We hope to provide students with the opportunity to gain exposure to careers in social impact and contribute to domestic and international projects.

Position Summary

Graphic Designers will play an important role within Monash SEED in providing value to our members, particularly during the times of our various events. Designers will be responsible for creating graphic and video content to promote our events, and our club as a whole. They will bring creativity, innovation, and professionalism to our marketing team by improving our brand image. Designers will primarily be responsible for creating eye-catching artwork for event banners, social media graphics, presentations and campaign materials. They may also be responsible for attending and capturing our events through photography and videography.

SEED is looking for someone who is open-minded, creative, flexible, willing to actively contribute, and work cooperatively to build a strong sense of teamwork. The applicant must have excellent verbal and written communication skills. The most important quality we look for in our applicants is **commitment and teamwork** to make sure that events run smoothly, tight deadlines can be met, and social media channels get maximum exposure to our network.

This role is an excellent opportunity to build on your portfolio and create outstanding artwork for our club.

Responsibilities and Requirements

- Have the capacity to commit at least **3-4 hours per week** for a period of **12 months**
- Be able to attend **weekly meetings**
- Clear written and verbal communication skills
- Initiative and the ability to work independently and while part of a team
- Complete assignments in a timely manner and to a high standard
- Keep in contact with various organisations around Melbourne and maintain a working relationship
- Promote SEED's activities and attend SEED events
- Be reliable, committed, and passionate
- Knowledge of Adobe Creative Suite, video editing software, photography and wordpress is a plus

How to Apply

Please submit the following to Shannon at shannon.loh@monashseed.org:

- Resume (two-page maximum), including contact details.
- Cover letter (one-page maximum) outlining motivations, skills and key criteria
- Portfolio showcasing 5-10 examples of your work in a PDF format

Feel free to send any questions through to Shannon at shannon.loh@monashseed.org