
Position Description

This position is responsible for designing print, digital, and motion graphics, to promote Student Involvement and Student Unions programs, initiatives and events in alignment with client objectives and deadlines. As a student assistant, will work closely with the team to create visual content that supports the University's branding and marketing efforts.

Type:	Part-time, non benefited – current Fresno State students only
Supervisor:	Integrated Marketing Coordinator / Marketing and Communications Coordinator
Wage:	\$16.90 per hour (non-negotiable)
Schedule:	20 hours per week (maximum); flexible, may include special hours during events
Openings:	1 (Fresno, CA – In-person)

Responsibilities

- Develop layouts, original graphic elements and illustrations for print, marketing collateral, signage, social media and screen graphics that comply with University branding, editorial and accessibility standards.
- Utilize AI tools when appropriate to support ideation and conceptualization, while ensuring all final deliverables meet University branding standards and are refined through traditional design processes.
- Research design inspiration and stay up-to-date with design trends and techniques in order to produce concepts, mood boards or style scapes to present to the client.
- Consult with program representatives and clients to determine objectives and creative direction of a brief.
- Collaborate with other team members and staff to understand project requirements, develop concepts, and execute designs.
- Facilitate meetings and provide guidance and training related to graphic design to teams and staff.
- Maintain organized project files, office supplies, office space and department equipment.
- Manage multiple projects simultaneously and meet deadlines.
- Ensure that designs are properly prepared and formatted for production and digital platforms.
- Attend meetings and provide input and feedback on design projects.
- Assist as event staff and perform other duties as assigned.

Qualifications

- Currently enrolled as a Fresno State student pursuing a degree in graphic design or a related field.
 - Undergraduate: 6 or more units (int'l: 12 or more); 2.00 cumulative GPA or above
 - Graduate: 4 or more units (int'l: 9 or more); 3.00 cumulative GPA or above
- Excellent visual and written communication, attention to detail, and organization skills.
- Ability to work independently and collaboratively to meet deadlines.
- Strong proficiency in Adobe Creative Cloud specifically: Illustrator (Photoshop experience preferred.)
- Familiarity working with Notion and Google Suite
- Self-motivated and able to manage many concurrent projects and changing priorities.

Benefits

- Gain hands-on experience working on design projects for real-world clients.
- Work with a dynamic and creative team in an on-campus setting.
- Opportunity to build a strong portfolio of design work and potential for career advancement.
- Flexible schedule that accommodates class schedules and extracurricular activities.

To be considered, submit an application, resume, and work samples.

Applications will be reviewed **beginning April 20** on a rolling basis, in the order they are received, until position(s) are filled. For questions or additional information, please contact Zenn Douangmala at zenn@csufresno.edu or 559.278.2741.

Organization Description

The **Student Involvement Center** at Fresno State provides programs that promote student engagement and cultivate personal growth through support and teamwork, service, growth and learning, leadership and inclusion. Our office is housed within the Lynda and Stewart Resnick Student Union (RSU), the new center of campus life.

The **Student Unions** at Fresno State are where students come to eat, study, socialize, have fun and develop leadership skills. Student employees, student leaders, and interns are the face of Student Unions' services and Student Involvement programs. The professional development and academic success of our students are at the core of our employment philosophy.

Visit @FSGetInvolved on [Instagram](#) or fresnostate.edu/involvement to learn more.