



Christel House.
International

Graphic & Web Design Intern Job Description

Reports to: Development Associate for direction, mentoring, follow-up, etc. and for basic items including: amount of time worked, orientation, resources, etc. Also works closely with all development staff to help understand and build awareness, organizational capacity and reach.

General Description

The Graphic Design and Web Design interns will focus on one or more of the following projects.

- Design materials for events (signs, banners, brochures, flyers, etc.) and organizational outreach
- Track, update and improve web traffic, search engine optimization (SEO), conversion rates and use of web analytics
- Work with communications & development staff to update, improve site content, functionality, usability, etc.
- Research social media best practices and improve CHI's social media sites (Facebook, Twitter, etc.) using HTML code and design skills.

Knowledge & Skills

Candidate should be capable of initiating and maintaining strong personal relationships. In addition, he/she should be able to coordinate with all departments and learning centers involved to ensure the completion of the above projects. A high degree of organization and self-motivation is required. This person must quickly learn our organization and the market. He/She must also be aware of and able to apply graphic and/or web design principles in order to make improvements to our current efforts and position CHI positively for continued success.

Prefer a responsible college undergraduate or recent graduate with a degree/focus in graphic design, web development, digital arts or related field. Graduate students also accepted.

Benefits

Professional experience with a highly-reputable international nonprofit organization. Flexible schedule. Paid parking downtown Indianapolis

Christel House International mobilizes over 250 global staff members, thousands of supporters, friends and family to provide a holistic approach to poverty including quality education, nutrition and healthcare to over 3,000 children. With offices in India, South Africa, Mexico, Venezuela and the U.S. we are breaking the cycle of poverty. For more, visit www.christelhouse.org.

To Apply

Please forward resume and cover letter addressing experience and interests to Nathan Hand at nhand@christelhouse.org.

Up to 2 people will be hired to fulfill the needs above. Positions will remain open until filled.