

**** Position is subject to funding availability and program qualifications****

Multimedia Designer Intern Job Description

The Nikkei Cultural Society of Lethbridge and Area is currently for a Multimedia Designer Intern. The Multimedia Designer Intern will utilize their skills in graphic design, typography, video, web design, and digital illustration. This position is fully remote.

This internship will be approximately 6 months in length.

Start Date: September 13, 2021

Key Responsibilities

- Design web pages, brochures, logos, posters, social media posts, advertisements and other communication materials.
- Collaborate with the Game Developer, Game Designer and Animator to create graphics that are needed for the WebVR project.
- Utilize digital tools such as Adobe CC to create materials.
- Update Asana Project Management Software when tasks are completed.
- Produce drafts for review and make revisions based on feedback received.
- Review final productions for errors and ensure that final product reflect brand specifications.
- Brainstorm, design and develop digital assets for events and membership perks.
- Collaborate with the Media Specialist and Multimedia Specialist on any projects related to the website and events.
- Collaborate with other team members in any given project for NCS and Bunkahashi.
- Attend weekly team meetings and other meetings set by other team members.
- Produce finished design work and present final designs to NCS/Bunkahashi project team members.
- Document, process and ensure all assets created and used are copyright free or original materials.
- Provide guidance to less experienced designers or team members.
- Complete other tasks assigned.
- Must be willing to work in a team,

Eligibility Criteria To participate in the Digital Skills for Youth Program:

- Be between the ages of **15 and 30**, inclusive, at the start of the internship
- Be a **Post-Secondary Graduate** (i.e. has completed a diploma or degree following secondary education, not necessarily a Canadian Institute)
- **Canadian Citizen, Permanent Resident** or person who has been granted **Refugee Status**.

- Self-assess as **Underemployed**, meaning they are employed below their level of education and/or hold part-time employment, or are unemployed
- Should not have been DS4Y participant since the inception of the program. This is **once per lifetime participation**
- Post Approval as a DS4Y Intern - be exclusively funded by only one DS4Y Delivery Organisation (click to view list) and employed by one IHO/employer only
- Not be in receipt of Employment Insurance during the course of the work placement
- Not be employees of the hiring employer/IHO prior to the start of their internship

This internship is funded by the Government of Canada and work terms are under the **Digital Skills for Youth (DS4Y) Program**. DS4Y, an initiative from **Innovation, Science and Economic Development Canada (ISED)**, provides an opportunity for youth to gain valuable training and work experience needed for today's digital economy.

Please submit 2 or 3 samples of your work that best suits this position.

Location: Fully Remote

Wage: \$20/hr

Hours: 30 hours per week

If you are interested, please contact:

Jonathan Neilson

Board Director

Info@nikkeiculturalsociety.com