

# Graphic Design Intern

## Job Description

**JOB TITLE:** Graphic Design Intern

**PRIMARY LOCATION:** Fulton Brewery/2540 2<sup>nd</sup> St NE, MPLS MN

**REPORTS TO:** Director of Marketing

**FLSA POSITION TYPE:** Part-Time, Unpaid

**SHIFT:** N/A

**EXTERNAL POSTING DATES:** 2/14/19

### **POSITION SUMMARY:**

As Fulton's Marketing Graphic Design Intern you will be working closely with Fulton's Marketing Director and Graphic Designer to assist across all visual communication touch points for consistent and concise brand storytelling.

### **Opportunity for Learning**

1. To understand the elements and processes of building an immersive brand experience through design.
2. To solve business problems through visual storytelling.
3. To gain knowledge about the local craft beer industry.

### **Accountable Numbers**

1. Meet all project deadlines/due dates on time or early

### **RESPONSIBILITIES:**

- Creation of graphics and images for fultonbeer.com and social media use
- Advertising asset creation
- Fulton private label graphic development (clothing & accessories)
- Supplemental merchandise support-fliers, product photography
- Signage & P.O.P. design based on business objectives for both On and Off-Premise merchandising use
- Other Sales support materials as needed
- Fultonbeer.com distributor portal management
- Fulton Taproom sign asset creation
- Fulton Taproom menu system design
- In-house product photography and image editing

## **QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **MATERIALS/MACHINES/EQUIPMENT USED:**

- Portable Draft Equipment
- Cleaning agents and other hazardous chemicals
- Desktop computer including an understanding of Google Suite, Microsoft Office Suite, Adobe Illustrator, Photoshop, Lightroom and InDesign.

## **IMPORTANT SKILLS AND ABILITIES:**

- Must be 21 years of age or older at the time of application.
- Must have a laptop to use during internship.
- Self-motivated and able to work independently.
- Strong interpersonal skills and a love for meeting and interacting with people.
- Thorough attention to detail and desire to take initiative.
- The ability to work independently with minimal direct supervision in a collaborative and dynamic environment, while efficiently prioritizing tasks.
- The ability to work with others to accomplish common goals.
- The ability to work flexible hours.
- Must adhere to company's policies and procedures.
- The desire to work in a fast-paced, growing company.
- Courteous, professional and polished demeanor.

## **PHYSICAL REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Able to sit, stand, walk, or be on your feet for prolonged periods.
- Able to read and follow written English instructions.
- Able to regularly twist, turn, kneel, climb, stoop, bend, crawl, lift and carry supplies and equipment weighing up to 55 pounds using appropriate techniques and tools.
- Able to comply with and enforce all health, safety, and personal hygiene policies and standards.