

DANK-HAUS German Cultural Center

DANK Design

Internship Title: Graphic Design Internship
Company Status: nonprofit organization
Pay Status: unpaid internship
Hours: 10 - 20 hours per week
Start / End Dates: January-April, May-August, or September-December
Application Deadline: December 15, April 15, or August 15

Essential Duties:

The DANK-HAUS German Cultural Center is looking for a motivated student interested in contributing to and becoming an integral part of the Design Department, creatively producing print and electronic materials for the DANK-HAUS. The duties of the intern will include, but are not limited to:

- Creatively design and produce print and electronic materials and communication while maintaining the integrity of the DANK-HAUS name, logo, and style
- Work closely with the Marketing Director regarding press releases, membership newsletter, and event announcements
- Collaborate with the web designer on changes and updates to the website
- Assist in the production of signage for daily activities

Required Knowledge, Skills, Qualities, and Abilities:

- Commitment to the DANK-HAUS German Cultural Center's mission of preserving and promoting German culture, heritage, and language
- Excellent artistic and creative communication skills
- Passion for and/or experience with art and graphic design
- Proficiency in Microsoft Word, Power Point, the Internet, and familiarity with Macs and various design software
- Willing, resourceful, positive, and forward-thinking