



# Graphic Design Internship (Unpaid)

## About

Our mission is dedicated to building and improving decent, affordable housing with families that live in substandard and unaffordable housing and to make decent shelter a matter of conscience and action. Our vision is to see that all residents of the greater Providence area live in decent, affordable homes.

Under the leadership of its Executive Director and the Board of Directors, the Greater Providence affiliate has developed an ambitious but viable strategic plan to structure, streamline, and scale up its program services.

The Marketing and Creative internship teams offer individuals an opportunity to work independently and as part of a team to make an immediate and direct positive impact, build new professional relationships, and develop valuable professional skills.

## Internship Description

We seek a dynamic, creative self-starter to join Habitat PVD's Marketing Team to enhance the organization's visual storytelling by creating engaging content. All interns are partnered with content area professional mentors that provide technical assistance and support. This internship is an excellent opportunity to experience various aspects of graphic design and social media marketing while working for a well-known community-based nonprofit organization.

## Internship Responsibilities

Tasks may include the following:

- Create timely, effective, and engaging content optimized for the platform used and intended audience
  - Design Social Media posts (Facebook, LinkedIn, Instagram)
  - Design print and digital materials under the guidance of the Marketing Team lead and the Executive Director
- Collaborate with interns on both the Creative Team and the Marketing Team to enhance the organization's visual storytelling and communications through graphic design
- Adhere to brand guidelines and complete projects on time
- Retouch and manipulate images
- Use industry-standard software and work with a wide variety of media
- Receive feedback from the Marketing and Creative Teams and make necessary changes
- Prep materials for printing as needed

## Requirements

- A minimum weekly commitment of 6-8 hours
- Able to work remotely and participate in video conferencing (weekly team meeting, biweekly mentorship meeting with industry professionals, etc.)
- Current enrollment or recent completion in a related Bachelor or Master's degree
- Commitment to the mission and goals of Habitat for Humanity
- Strong desire to learn along with professional drive
- Detail-oriented with excellent verbal and written communication skills
- Working knowledge of Canva and the Adobe Creative Suite (Photoshop, Illustrator)



- Ability to work independently and in collaboration with the team

## Benefits

- Practical experience with Habitat PVD's visual storytelling strategies and best practices
- Field experience connecting and collaborating with both the Creative Team and the Marketing Team
- Engagement opportunities with successful graphic design and marketing professionals
- Opportunity to participate in organization meetings
- Make new friends and new professional mentors
- Flexible schedule

## Apply

Send your resume or LinkedIn URL and the contact information of one professional reference (e.g., professor, former employer, etc.) to Myles Forgue, Marketing Team Coordinator ([myles.forgue@habitatpvd.org](mailto:myles.forgue@habitatpvd.org))

*Habitat for Humanity of Greater Providence does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all staff members, clients, volunteers, subcontractors, vendors, and clients.*