Design Chairs, AIGA Arizona

Positions Report to: Communications Director
Start/End Date: July 2023 - June 2024
Hours: 1-2 hrs/week

OUR ORGANIZATION:

Founded in 1914 as the American Institute of Graphic Arts, AIGA is now known simply as "AIGA, the professional association for design." In 1989, the Arizona chapter was formed to serve the entire community of professionals across the state. AIGA Arizona's mission is to nurture creative curiosity and use programming, resources and mentorship to empower the voices in our community to create a lasting impact. We recognize diversity through professional backgrounds, years of practice, areas of professional experience, economic level, cultural background, age, ethnicity, place of origin, sexual orientation, gender identity, and cognitive and physical abilities.

AIGA is the profession's oldest and largest professional membership organization for design—with more than 70 chapters and more than 18,000 members—we build programming to help improve design ability. We connect with complementary disciplines of creativity and expression. We prioritize social impact. And we promote community excellence. We provide resources and access to all creative professionals within our state and make sure that underrepresented communities have a seat at our table. Because to us, it's not about where you came from. Or what awards you've won. It's about using creativity to make a difference exactly where you are.

For more information about AIGA Arizona, please visit us at https://aigaaz.org.

THE ROLE:

The Design Chair is part of the Communications committee and supports the VP of Communications and Communications Director and board at large in the design of all communications efforts. Reports to the Communications director

WHAT YOU WILL ACCOMPLISH:

- Following AIGA Arizona brand standards, creates social media posts, email graphics, event graphics to help support and promote AIGA Arizona
- Create collateral, swag, merch, etc. to support membership

WHO SHOULD APPLY:

- 2-3 yrs of graphic design experience
- Desire to create cool things (within brand guidelines)
- General knowledge of print and digital requirements / specs
- File management
- Get your designs out there in the wild

HOW TO APPLY:

We are very excited to review your application. Please follow the steps below. All documents and questions should be submitted to **apply@arizona.aiga.org**.

1. **Letter of Intent:** please submit a one page (maximum) letter of intent explaining why you are interested in the role and what makes you particularly qualified for the position.
2. **Current Resume and Contact Information**
3. **Two professional reference statements:** may be current or former supervisors or colleagues.
   a. This is a 100-250 word statement that speaks to the skills required for the role, and why the candidate is a fit.
4. **Completed Tasks:**
   a. List of up to 2 recently completed (within the last 5 years) tasks, assignments, positions, etc. that you would be relevant to this particular position. Please include a brief description of each and how that experience may be relevant to this position.