Graphic Designer  
Horn Entrepreneurship

Horn Entrepreneurship serves as the University of Delaware's creative engine for entrepreneurship education and advancement. Built and actively supported by successful entrepreneurs and thought leaders, Horn Entrepreneurship empowers aspiring innovators and entrepreneurs as they pursue new ideas for a better world.

The graphic designer will play a significant role in the marketing efforts of Horn Entrepreneurship. The graphic designer is responsible for assisting in the creation of digital and print content and management of digital assets (naming, organizing and exporting). This position will be responsible for designing and producing projects that support Horn Entrepreneurship including flyers, booklets, reports, web graphics, emails and web pages. The designer is expected to work on several projects simultaneously, work under tight deadlines, develop innovative ways to reach and engage audiences and play a crucial role as part of a creative team.

This is a part-time, miscellaneous wage position with no University of Delaware benefits. The position is 20 hours per week, typically between the hours of 9:00 a.m. and 5:00 p.m., Monday – Friday. Specific work hours have some flexibility; however, work outside of normal business hours will be required for evening and weekend events.

Responsibilities

- Provide graphic design services for the development and design of communication and marketing materials including flyers, proposals, reports, emails, web pages and more.
- Manage production files for pieces and serve as liaison with vendors related to printing, design and mailing of materials to ensure timely and acceptable delivery.
- Serve as primary point-of-contact for Horn-related design projects. Ensure consistent branding and messaging for communication efforts.
- Assist with the conceptualization and execution of strategic, creative video projects.
- Conceives of and manages creation of presentations and slideshow videos to highlight opportunities and impact.
- Lead or assist projects from pre-production to distribution and ensure the needs of the marketing team are met.
- Work with and guide interns working on graphic design projects.

Requirements

- Minimum of 1 year of relevant graphic design and/or front-end web design experience
- Experience with storyboarding, photography and videography
- Web design experience with CMS such as AEM or WordPress
- Proficiency in Adobe Creative Suite (mainly InDesign, Illustrator and Photoshop)
- Flexible schedule with some evening and weekend hours to be expected
• Must be willing to work on and off campus as needed

**Additional Skills Desired**

• Experience with web development (HTML, CSS, and JavaScript)
• Audio editing and music production
• Motion graphics and 3D design
• Experience with Hubspot or similar marketing platform

**TO APPLY:**

Submit a one-page cover letter, your resume, link to online portfolio or three samples and the name, email address and telephone number of three references. Please send all information to Meg Marcozzi at megm@udel.edu.