

## **Graphic Design and Visual Communications Intern Position**

### **Description of organization:**

Canada World Youth (CWY) designs and delivers international educational programs for youth aged 17-25. Since 1971, close to 30,000 people from Canada and around the world have participated in CWY programs in 67 countries.

CWY's mission is to increase the ability of people, and especially young people, to participate actively in the development of just, harmonious and sustainable societies.

The Graphic Design and Visual Communications Intern will support the Canada World Youth department of Communications.

### **The intern's main tasks will be to:**

1. Create a graphic standards manual to standardize the use of the Canada World Youth logo and harmonize the visual aspect of the organization's communication, recruitment, and educational tools;
2. Take an inventory of the organization's communication, recruitment, and educational tools (pamphlets, posters, reports, digital tools, preparation guides for volunteers, business cards, etc.) that need to be consistent with the graphic standards outlined in the manual;
3. Support the Communications department in the design and creation of communication tools (corporate pamphlet, business cards, etc.);
4. File and, if necessary, scan a variety of important documents for the Communications department (photos, reports, etc.).

### **Skills, knowledge, and attitudes sought:**

- Education and/or relevant experience in graphic design and visual communications
- Fluency in English or French and a willingness to learn the other
- Proficiency with the following software applications: InDesign, Photoshop, Illustrator, Acrobat, and the Microsoft Office suite
- Creativity and efficiency
- An eye for detail
- Ability to work independently

### **Hours of work:**

The intern will work 30 hours per week at the Canada World Youth Head Office in Montreal.

### **Working conditions:**

This is a three-month position 30 hours per week, from June 2<sup>nd</sup> to August 29<sup>th</sup>, 2008. The salary is \$12/hour, funded partially by Canadian Heritage. The intern must fulfill the requirements of the Young Canada Works in both Official Languages program and must apply online at the Canadian Heritage website, <https://www.youngcanadaworks.ca/>

### **Deadline for applications: April 29 2008**

For more information or to send us your CV, please contact:

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## **Requirements and benefits of the Young Canada Works in both Official Languages program**

### ***Excerpts from the Canadian Heritage Website***

*Note: this text has been reproduced from the official website on April 9, 2008. Please consult the most up-to-date information at the Website [http://www.pch.gc.ca/ycw-jct/html/student\\_summer\\_e.htm](http://www.pch.gc.ca/ycw-jct/html/student_summer_e.htm)*

### **Youth Canada Works (YCW) in Both Official Languages**

#### **Objective:**

Acquire work experience related to your studies and explore career opportunities while improving your second-language skills. You could also have a great geographic exchange experience and develop a network in official language minority communities.

**Duration:** 6 to 16 weeks

**Number of positions:** up to 850

#### **You are eligible if you:**

- are a Canadian citizen, permanent resident or have been granted refugee status in Canada;
- are legally entitled to work in Canada;
- are between 16 and 30 years of age at the start of your employment;
- are a full-time secondary or post-secondary student who intends to return to school;
- have a working knowledge of both English and French; and
- are willing to work in another region of Canada.

#### **Additionally, you must:**

- have been a full-time student in the semester preceding the job with YCW and have the intention to return to full-time studies in the semester following your YCW summer work experience;
- be registered in the YCW candidate inventory;
- be willing to commit to the full duration of the work assignment;
- not have another full-time job (over 30 hours a week) while employed with YCW.