



THE PARISH SCHOOL

Job Title:	Paid Graphic Design Intern
Department:	Advancement and Communications
Time Commitment:	Flexible, 15 hours/week
Compensation:	\$7.25/hour

To apply, please submit your resume, sample design materials and application (found at www.parishschool.org/about-us/employment) to humanresources@parishschool.org.

Graphic Design Internship Description

The Parish School seeks a highly creative, motivated individual who can conceptualize and produce creative campaigns and a wide variety of graphic materials for the school's programs and events. The intern will create compelling graphics and design layouts for print and web, including invitations, logos, ads, flyers, email, website and social media graphics.

The internship concludes with a solid collection of web and print materials for their portfolio, as well as event, fundraising and communications experience. A member of the advancement team supervises each project, providing feedback and support.

Qualifications:

- Graphic Design or Visual Communications majors preferred
- Team oriented, self-starter with good organization, time management and communication skills
- Ability to multi-task and adhere to deadlines
- Must be able to pass a criminal background check
- Comfortable working with Adobe Creative Suite and Microsoft Office
- Video production experience is a plus

About The Parish School

About The Parish School: Since 1983, The Parish School has educated children ages 2-12 who have communication delays and learning differences, empowering them with the tools to succeed. This nationally recognized, special needs school in Houston, Texas provides an education for the entire family within the environment of a nurturing and safe 17-acre campus with on-site pediatric therapy clinic, The Carruth Center. Our personalized academic approach – with a focus on communication skills, social learning, independence, nature and the arts – allows children to thrive and grow.

We encourage applicants from all backgrounds, and we employ a culturally diverse staff.