**Overview**

About the Brand

JTR Presents is a Brand focused on building on, and expanding, the value of Art & Design by offering creative services to the public and using the profits to fund Exhibitions and creative productions that promote emerging contemporary artists whose work relate to contemporary issues. The projects we take on tend to be community-based and service-based as well. More information can be found on our website.

[http://Jtrpresent.squarespace.com](http://jtrpresent.squarespace.com/)

What we are Looking for

The Brand is looking for a design intern looking to earn credit for their studies, hone their skills on design, and gain a broader understanding of the business of design.

**Job Description**

Interns in this position will perform the following:

* + Promote the brand's vision and mission by creating and updating design concepts.
	+ Support branding and promotional initiatives for print and digital material, designing art for:
		- Online ads for Facebook, Twitter, and Instagram
		- Images for Press releases
		- Graphics and Assets for the Website
		- Graphics and Assets for Social Media
		- Graphics and Assets for the Newsletter
		- Graphics and Assets for Business Cards
		- Graphics and Assets for Client Projects
	+ Help develop JTR Presents' new logo and Graphic assets and applications.
	+ Review type, text, and messaging of all designs to ensure continuity, clarity, and legibility.
	+ Help in the design process of: Developing a design brief, Creating moodboards and stylescapes, making Mockups, and Presentation materials.

**Requirements**

Interns MUST:

* + Have knowledge and familiarity of Adobe Creative Cloud software.
	+ Understanding of Elements and Principles of Design, which should be demonstrated through portfolio.
	+ Portfolio, Resume/CV, and Cover letter.
	+ Be enrolled into a college or university.
	+ Proficient knowledge of Microsoft Office (specifically Word, PowerPoint, and Publisher)
	+ Proficient communication skills.
	+ Capable of setting S.M.A.R.T. Goals.

**Instructions**

Please submit your, CV/resume, Cover Letter, and a portfolio of your recent work (1-3 years old) to: jtrpresents@gmail.com

Please put "Graphic Design Internship" in the subject line and address the Cover Letter to Jordan T. Robinson.