> PROMOTIONS & WEB DESIGNER











The Women's Center is seeking a dynamic student worker (not work study) for our Promotions & Web Designer position. All qualified students are encouraged to apply.



January 2015

Position open until filled

Applications available in the Women's Center and on our website



Design, produce and distribute printed materials to advertise services and programs which include flyers, posters, brochures, t-shirts, buttons, graphic content for web based publicity, and miscellaneous as needed

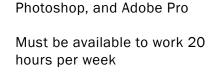
Managment of Women's Center website through Adobe CO (training available)

Regular updates of social media sites to include Facebook, Twitter, Tumblr, Pinterest, Instagram and YouTube

Assist with general publicity efforts

General office support and other duties as assigned

Provide excellent customer service to callers and visitors



Basic knowledge of Adobe CQ,

Dreamweaver, or other web

Skilled in Microsoft Office

Suite, Illustrator, Indesign,

content managment systems

Creative, friendly, dependable and able to work independently with minimal supervision

Skilled in social media managment



Two year commitment Interest in women's issues Basic knowledge of HTML & CSS



for more information womenctr@odu.edu