<u>Graphic Design Chair</u>

Position Description: The Graphic Design Chair is responsible for creating all promotional graphics for DLC's lecture events. The designs will be advertised on our Instagram's grid/stories and will be turned into posters, banners, etc. Serving this position requires a keen eye for design and expected to be proficient in Canva, Adobe, or other applications.

Duties and Responsibilities:
- Attending regular committee meetings.
- Creating graphics for each lecture event (updates, announcements, ticketing, etc.).
- Communicate with other positions on the committee to help promote their agendas.
- Collaborate with Social Media Chair to ensure timely and informative posts.
- Typically requires 5 hours a week (more when approaching lecture dates)

Qualifications:
- Be enrolled as a full-time student.
- Maintain a cumulative GPA no lower than 2.25.
- Remain in good academic and disciplinary standing with the University.
- Demonstrate skills, knowledge, and experience in the role they are applying for.
- Ability to be flexible and work well in groups and collaborations.
- Ability to meet deadlines.