Make-A-Wish Greater Bay Area is seeking a creative and conscientious graphic designer who is passionate about our mission and interested in building their portfolio with a nationally recognized non-profit brand. This position works with the marketing team.

**Key Responsibilities:**
- Create and design print and digital materials
- Retouch and prepare photos for a variety of use cases, including social media
- Adhere to Make-A-Wish brand guidelines and complete projects according to deadline
- Use graphic design software and work with a wide variety of media
- Collaborate with the marketing team and others to develop design concepts
- Receive feedback from Make-A-Wish staff members and make necessary changes
- Assemble final files for print as needed; liaise with print vendors for quality control
- Occasionally produce more complex media, such as animated graphics
- Ensure a wide variety of graphics projects are completed as needed on deadline

**Qualifications:**
- Strong graphic design skills—knowledge of layouts, typography, line composition, color, and other graphic design fundamentals
- Strong creative skills and an eye for detail
- Proficiency in Adobe Creative Suite, particularly Photoshop, InDesign, and Illustrator
- Experience with and knowledge of social media platforms from a graphics standpoint
- Work proactively and independently, communicating well with marketing staff
- Commitment to maintaining brand standards on behalf of Make-A-Wish
- Additional visual communications skills such as videography, photography, or HTML a plus

**Commitment:**
4 hours a week minimum; flexible schedule. Some work can be done remotely, although we prefer someone who can be in the office at least once a week. Please indicate your availability and preferred hours in your cover letter.

This is a volunteer position.

Interested applicants should send a cover letter; resume; and portfolio/work samples via email to:
volunteer@SF.Wish.org