



Summer Student Job Opportunity

Position: Multimedia Graphic Designer

Work Hours: 30 hrs. per week (9 Weeks)

Salary & Benefits: \$14 per hour

Application Deadline: June 15, 2020

Living Water Counselling Centre (LWCC) is a professional counseling organization founded by Chinese Christian medical professionals who are driven by the love of Christ to serve community. Since 1986, LWCC has been serving the Chinese immigrant community in the GTA by providing individual, marriage and family with psychotherapy, psycho-education, training and spiritual formation.

This position is funded by Canada Summer Jobs and requires that applicants must be:

- between 15 and 30 years of age
- Canadian citizens or permanent residents or have official refugee protection status under the Immigration and Refugee Protection Act (foreign students are not eligible)
- legally entitled to work in Canada, according to relevant provincial/territorial legislation and regulations

What are we looking for in a successful candidate?

1. Positively embrace LWCC's vision, mission, organization statements of faith and values
2. Proven to be self-initiative, self-reflective, creative, flexible and able to work independently along in a dynamic, changing environment and multi-disciplinary team
3. Excellent interpersonal skills and positive attitude to work effectively and collaboratively with other organizational teams and stakeholders
4. Flexible, evening, weekend working hours or off-site work as required in a non-profit organizational setting
5. Provide support to the Centre's special events, fundraising activities and promotional activities to increase visibility and to engage community
6. Ability to maintain confidentiality and work with sensitive information
7. Excellent communication skills in spoken and written English and Chinese
8. In-depth knowledge of Adobe Creative Suite (Photoshop, InDesign, Illustrator), Wordpress, Video and Audio and social media softwares, Microsoft Windows & Office and other related software experience in graphic design and/or publishing.

Major Responsibilities:

1. Work as part of a team to brainstorm and develop marketing and branding strategies, themes, images and in related to our services in English and Chinese
2. Provide technical support for making video clips (video recording/editing, voice over, uploading, etc.)
3. Design printed materials including training manual, power point presentation, brochures, newsletters, posters, banners, boards and annual report in English and Chinese
4. Help design and update our existing website (in English and Chinese)
5. Accuracy and attention to detail with multi-tasking and meeting tight deadlines

Qualifications:

- Current university or college student majoring in multi-media design, communication, publication, website design, audio and video editing, or graphic design or equivalence – must be returning to studies in the fall term
- Competent experience in website design using Wordpress, Adobe, A/V shooting and editing softwares, social medias e.g. WhatsApp, WeChat, facebook, twitters and instagram
- Proficient in oral and writing in English and Chinese languages (traditional and/or simplified)

We encourage applications from newcomers to Canada, individuals of a visible minority to apply. Please email resume to: LivingWaterCC.HR@gmail.com (Human Resources)

LWCC thanks all applicants, however, only those selected for an interview will be contacted