***Website Designer***

***Description:***

Intern will be working within a creative and energetic environment to create professional quality websites and marketing materials for clients. (10) Ten to (20) Twenty hours a week based around students schedule.

***Responsibilities:***

* Create design prototypes including: graphic design, site navigation, and layout of content for new websites, templates, or existing clients.
* Ensure layout of content is accessible and logical; recommend improvements if necessary.
* Create visual concepts that match the content and the image wanted by the clients but that fit in the schools global image; ensure that sites are easy to navigate.
* Build websites using technologies that conform to international standards and make sure that they are universally accessible.
* Perform maintenance and updates to existing websites when requested by clients.
* Contribute to the overall development of the Web Communications group and of the university website.

***Required Skills:***

* Computer Science majors or other discipline related to the primary responsibilities. A minimum of one year producing table-less, XHTML, standards-compliant cross browser, website design or graphic design.
* Experience working in a communications/ public relations environment, particularly in a start-up company setting, highly desirable.
* Advanced knowledge of XHTML, CSS, and of digital imaging and illustration with Adobe Photoshop, and Illustrator with formal training an asset.
* Knowledge of JavaScript, CSS, PHP and dynamic HTML; experience with Macromedia Flash.
* Knowledge and demonstrated experience with cross-browser and cross-platform issues (IE, Firefox, Safari, etc.)
* Attention to detail, customer-service orientation, and creativity in problem-solving.
* Ability to work in a team and to communicate in a clear way to provide training to staff and faculty.
* Knowledge of current web-design trends and techniques, a strong online portfolio displaying user-centered design, and experience with web database solutions definite assets.

***Other Desired Skills:***

\* Cross Browser capatability coding  
\* Extensive experience working on a Mac platform- a plus  
\* HTML5  
\* Joomla  
\* ***WordPress*** – a plus  
\* Experience in Sales and Marketing   
\* Experience with Social Marketing using Facebook and Twitter Platforms  
\* On-Page or Off Page SEO  
\* Blogging  
\* e-commerce experience

***Position Availability:*** Internship – Web Design

***Internship Time Frame****:* Fall Semester and Spring Semester (school year: 2012-2013)

***Hours***: minimum of 10 hours a week / up to 20 hours per week.

***Payment***: The Internship does not initially pay. Opportunity for future part time employment based on performance.

Interested in an internship, please submit a Portfolio of work and Resume to: [Justin@greenestreetdesigns.com](mailto:Justin@greenestreetdesigns.com)

**Justin Gerwe  
Greene Street Designs, LLC**[**www.greenestreetdesigns.com**](http://www.greenestreetdesigns.com)