

**Iowa Natural Heritage Foundation
Spring 2024 Design Intern Announcement**

Deadline: Applications for the spring internship are due Monday, Dec. 11, 2023, with interviews to occur shortly after.

Are you a creative individual who enjoys the outdoors and working in a collaborative setting? If so, apply to be part of a small communications team working to help Iowa Natural Heritage Foundation (INHF) protect and restore Iowa's land, water and wildlife.

INHF design interns gain real-world experience designing professional-quality publications, logos and graphics. The design intern works across departments to create print and digital collateral, display and marketing materials, and complete special projects. Design interns gain experience working within an established brand and representing that brand to in-person and digital audiences.

Work examples

The spring 2023 design intern will primarily work on Iowa Climate Assessment, including the design and layout of the document, website (no coding required) and associated outreach materials. The Iowa Climate Assessment is being written by scientists and experts across the state of Iowa to be published and distributed by INHF in 2024.

The design intern may also be asked to contribute to INHF's quarterly magazine, annual calendar, outreach materials, project mailings, event collateral, web and social media graphics among other projects. Depending on skills and interest, other marketing, video and/or photography work may be included.

Skills/Qualifications

This position usually goes to graphic design majors, journalism majors specializing in visual design or students with strong design/web experience and coursework. Knowledge of Adobe Creative Suite software is required. Experience with Squarespace, WordPress or other web content building platforms. All programs and equipment (with the exception of a personal computer if working remotely) provided by INHF.

We're looking for students who are:

- Interested in climate solutions, the outdoors, land protection and/or stewardship
- Attentive to detail
- Creative, with a passion for visual design
- Enjoy seeking out and learning about new techniques and trends
- Flexible, organized and capable of working on multiple projects with varying deadlines
- Comfortable collaborating with a team



This internship is open to undergraduate students who live in or are attending a college, university or technical program in Iowa.

Availability

Interns working during the school year typically work 12-15 hours/week. Summer interns must be available to work 35-40 hours/week. Preference is given to applicants who can stay more than one semester, but one-semester applicants are also considered. Pay is \$15/hr.

Most work will be done in the INHF office, but there will be opportunities to work remotely, assist at outreach events and visit project sites in the field. Interns must provide their own transportation to and from work, if needed. INHF encourages interns to take advantage of active and mass transit options while in the Des Moines metro area (DART system, biking and carpooling).

Application information

To apply for the internship, please email Sydney Algreen-Hunter (she/her) the following:

- A one-page cover letter
- Resume
- 5-6 samples of your work (published/professional examples are ideal, but classroom work is also accepted)*
- A copy (official or unofficial) of your transcripts
- One letter of recommendation from a professor or professional in your major/area of interest. The letter may be included in your application or sent separately by the author. Please include reference contact information.

*Applicants are encouraged to send graphic design samples or links to their online work. However, we realize some graphic design projects can't be duplicated or are too bulky to send. We assume that you will bring your portfolio if invited to interview.

Feel free to call or email in advance if you have any questions.

Sydney Algreen, Communications Associate

Iowa Natural Heritage Foundation

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