Graphic Designer

Operations and Member Services
Opened in the summer of 2003, the Morris Recreation Center is a $12 million state-of-the-art recreation facility that is a focal point of campus life at A&M Commerce. The facility features the following activity areas: two multi-purpose basketball courts, a 45 foot climbing and bouldering wall, three lane jogging track, four multi-purpose racquetball courts, large fitness room with cardiovascular machines and weight equipment, fitness activity room, classroom, lounge, and men’s and women’s locker rooms. The outside area includes: heated leisure pool, two-tier hot tub, two sand volleyball courts, two outdoor basketball courts, picnic tables, barbeque pits, and a sunbathing area.

Our Mission:
The Department of Campus Recreation enriches student life and promotes wellness for the University and community by providing diverse recreational opportunities, facilities, and educational programs.

Primary Function: To provide the Morris Recreation Center with print and digital designs to advertise all Campus Recreation events, programs and facilities.

Position Primary Responsibilities:
- Create print and digital files for events for departments of Campus Recreation.
- Design using a range of freedom in order to meet all goals and deadlines.
- Balance multiple projects with quick turnarounds.
- Communicate with all parties involved on individual assignments as well as direct supervisor
- Promote all department events on department social media, display boards, and display screens.
- Generate and design advertisements for any department needs.
- Attend all required staff meetings.
- Utilize opportunities set forth by the department for personal and professional development.
- Other duties as assigned.

Required Qualifications: Applicant must be proficient in using iMacs.

Preferred Qualifications: Applicant with operational knowledge of Adobe Creative Suite 6, Adobe Creative Cloud, iMacs, specifically Adobe Photoshop and Illustrator.

Supervision: This position reports directly to the Assistant Director of Operations and Member Services and is also managed by the Associate Director of Operations and Member Services.

Application/Selection Process: Applicants must submit a completed application and resume to the Morris Recreation Center front desk. Some applicants may be asked to present a portfolio of their work. Applications will be reviewed as positions become available. Selected individuals will be contacted for further information.

Compensation/Opportunities for advancement: Selected individuals will need to present a government ID and social security card or passport as well as pass a background check in order to be employed by the department. Pay schedules can be found on the Human Resources website.