AIGA

**AIGA Election Design Fellow for Washington State
Entry- to mid-level communication designer
Full-time, two years, beginning July 2013
Olympia, Washington
$48,000 to 60,000 plus benefits**

Position description

AIGA, the professional association for design, seeks a communication designer with skills in both print and interaction design for a two-year fellowship assisting the Washington Secretary of State in the design of election materials: (1) improve the usability and user experience of online information and tools available to the public via the state and county elections departments; (2) assist with the redesign of state and county materials for voters; and (3) act as a design and usability resource to the state and counties. This is a unique, paid opportunity to serve AIGA Design for Democracy.

Key responsibilities

- Work with teams to create design solutions to public communications and outreach challenges
- Plan and traffic production of complex and time-sensitive projects with respect to budgets, cost-benefit implications and deadlines
- Create original illustrations and graphics following existing standards
- Design and update printed materials
- Advise on and design for the web, with attention to information architecture, usability and accessibility
- Prepare design assets for print, electronic publication and the ability to use or convert for use in another format or product
- Assist with electronic imaging, file manipulation, file preparation and software issues
- Collaborate with non-designers
- Work independently as the only designer in the office

Qualifications

- M.A. or M.S. in communication design, graphic design, interaction design or related discipline desired
- Strategic approach to design with attention to cost, efficiency, sustainability and function
- Knowledge of document and web design and production processes, including experience working directly with printers, paper suppliers and technology providers to produce deliverables and manage deadlines
- Experience applying knowledge of information architecture, usability and accessibility issues
- Advanced skill in Adobe Creative Suite with focus on InDesign
- Advanced knowledge of HTML, web standards and publishing
- Thorough editorial skills with ability to focus on clarity of message and mechanics of writing
- Strong attention to detail
- Ability to integrate internal customers in conceptual thinking, analysis and problem solving; can support and communicate design decisions
- Demonstrated ability to work successfully as a team member
- Interest in designing for the public sector

To apply

Please submit a résumé, letter of interest and sample portfolio **by June 20, 2013** to electiondesignfellow@aiga.org or to AIGA, Election Design Fellow, 164 Fifth Avenue, New York, NY, 10010.

An AIGA board will select a pool of candidates; the Washington Secretary of State's Office will make the final selection. Please contact electiondesignfellow@aiga.org with questions.