



## **MARKETING & DESIGN COORDINATOR (1)**

2017 – 2018

Axis Consulting is a subsidiary of Enactus SFU that offers pro-bono (free) consulting services. We strive to make a positive impact in our community by providing consulting services to non-profit organizations and social enterprises within the Lower Mainland. We seek to develop the problem solving and analytical skills, as well as the professionalism of our members.

### **Position Overview:**

As a **Marketing & Design Coordinator** for Axis Consulting, you have the responsibility of enhancing the program's professional image, while increasing Axis Consulting's presence within SFU and the local community. This position allows you to further develop your understanding of web development, design, and marketing.

Your term will run from **September 2017** to **June 2018**.

### **Responsibilities:**

- Work closely alongside the Marketing and Design Manager
- Redesign and update the official Axis Consulting Website and ensure the appearance aligns with the program's branding
- Implement features to the website to improve efficiency
- Design promotional materials such as posters, business cards, and pamphlets
- Manage Axis Consulting's social media channels
- Assist Team Lead Consultants in ensuring design of reports are up to standard

### **Qualifications:**

- Have a passion for design, organizational branding and developing a professional image
- Strong time management skills with the ability to prioritize and multi-task
- Proficiency in Adobe Suite programs and in Wordpress

### **Application Material Required:**

- Application form, Resume, and 3 PDF files of your work

Please contact the Program Manager, **Stefanie Huffman** at [axis@enactusfu.com](mailto:axis@enactusfu.com) with any questions.

