



Art Director

Blue Devil Productions mission is to enhance campus life and student engagement by bringing live music, comedy, and films to UW-Stout's campus. The Art Director is a paid position on the Blue Devil Productions Executive Board and is responsible for designing and processing most Blue Devil Productions marketing materials. The materials include, but are not limited to, posters, digital signage, social media graphics, website visual content and homecoming and large-show promotional materials.

Position Responsibilities

- Create custom illustrations and other graphic elements for marketing purposes and social media content for all Blue Devil Productions events.
- Maintain the visual identity and branding of Blue Devil Productions and follow production and file limitations within the Memorial Student Center.
- Manage projects working within deadlines and present final designs for quality control and approval.
- Process the appropriate forms and forward materials to the proper printing services needed for printing in a timely manner.
- Collaborate with the Web Development Director to provide pictures, files, and logos for the website.
- Develop and implement a cohesive visual identity for all Homecoming Week and related student events including branding, print and digital materials, t-shirt design, etc.

Minimum Qualifications

- Basic knowledge of Adobe Illustrator & Photoshop
- Knowledge of design techniques, tools, and principles
- Ability to prioritize work to meet deadlines
- Ability to adjust products based on student feedback

Preferred Qualifications

- Completion of DES-310: Graphic Design 1

Time Commitment

- Average of 10-15 hours a week including approximately:
 - 3 hours of meetings including, general member meetings, executive board meetings, and one-on-one meetings with Executive Producer/Advisor
 - 3-7 hours assisting with weekly events
 - Minimum of 5 scheduled office hours to be held in the Blue Devil Productions office
- Evening and weekend hours are to be expected
- Student employees cannot exceed 25 hours a week for all on campus jobs per UW System policy