

# Design Internship

We are seeking a self-motivated and well-organized student, recent graduate, or self-taught designer to join Partner & Partners as an Intern from February to late spring, 2022.

As an Intern, you will play a critical role in supporting our team by completing creative—and sometimes administrative—tasks in a timely manner. This position is based in New York City, and you must be fully vaccinated (including booster) and willing to comply with studio COVID protocol in order to safely work in our Chelsea office 1-3 days/week with an option to work from home if necessary.

You will work closely with the Designers, Developers, and the Creative Director, so an ability and willingness to work cooperatively and collaboratively is key. This is an ideal position for someone who wants to learn the ins and outs of a small New York City design and development studio, and enjoys working on a variety of projects at a variety of scales.

We are looking for someone who pays particular attention to organization and detail, a good communicator, a creative problem solver, and preferably a good sense of humor and desire to learn. We are prioritizing applicants from groups that are underrepresented in the design and development community (e.g. BIPOC, LGBTQ+, disabled applicants, applicants with unconventional educational backgrounds).

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## *About Partner & Partners*

Established in 2013, Partner & Partners is a worker-owned, socially-engaged design practice that works on projects across a variety of disciplines, media and scale. Since our founding, we have extensive experience working on print, exhibition, interactive and identity work with clients and collaborators in art, architecture, public spaces and activism. In order to promote a healthier work/life balance, we practice a 4-day work week.

## *Mission*

We aim to design with clients and collaborators, rather than for them. We want to prioritize working on projects that are definitively structured for social good. It's important that we take an active role in producing design work that furthers goals of social responsibility, inclusivity, equity, and sustainability.

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*Roles & Responsibilities (including, but not limited to)*

- Conduct design research and collect references
- Concept design solutions using best practices of typography and layout
- Work on website concepts and prototyping in Figma
- Create illustrations & icons based on a brief or design guidelines
- Collaborate on presentation decks
- Filter and incorporate client & team feedback with assistance
- Contribute feedback and critique during team discussions
- Website content entry
- Be proactive about seeking out tasks and assignments
- The occasional administrative task or errand

*Key Qualifications*

- Experience and skill in working with Adobe Creative Suite
- Strong time management, organizational skills, and attention to detail
- Creativity and resourcefulness
- Passion and pride in your work
- Anti-racist, anti-sexist, anti-war, pro-equity for all, pro-lgbtq+, pro-peace

*Even better...*

- Interest in progressive politics and issues
- Interest in social movements and archives
- Experience working with Designers and Developers
- Experience with Git (Gitlab), and/or Figma
- Experience with Javascript, or PHP/Wordpress development
- Interest or experience with UI/UX design

The pay rate for this position is \$21/hr. The ideal candidate will be available to work 16-24 hours/week.

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*How to Apply*

Send an email to [jobs@partnerandpartners.com](mailto:jobs@partnerandpartners.com) with your resume, link to portfolio, and cover letter. (Please send Dropbox or Google Drive links instead of large files when possible.)

Deadline to apply is **January 10th, 2022**.