

IEA # 604

## Graphic Design - Communications Intern

**Reports to:** Head of Communications

**Location:** Cairo, Egypt

**Opening date:** May 26, 2019

**Closing date:** June 25, 2019  
(or until the position is filled)

### Main purpose of position

Provide communication and administrative support for the delivery of ICARDA's communication products and activities.

### About ICARDA

The International Center for Agricultural Research in the Dry Areas (ICARDA) is an international autonomous, non-profit, research organization supported by CGIAR, a global research partnership for a food-secure future. ICARDA's mission is to reduce poverty, enhance food, water and nutritional security, as well as environmental health in the face of global challenges including climate change. We do this through innovative science, strategic partnerships, linking research to development and capacity development that take into account gender equality and the role of youth in transforming the dry areas. ICARDA works in partnership with governments, universities, civil society, national agricultural research organization, other CGIAR research Centres, and the private sector. With its temporary Headquarters in Beirut, Lebanon, ICARDA operates in regional and country offices across Africa, Asia and the Middle East. For more information: [www.icarda.org](http://www.icarda.org)

### Main responsibilities

- Create designs and layouts for a wide range of materials based on standard layout principles and aesthetic design concepts, using Adobe Create Suite software on PC platform, as well as some Microsoft Office products.
- Develop graphics; vector illustrations; statistical charts, graphs, and infographics; artwork; and design-related elements for print and web.
- Lay out a range of publications in Adobe InDesign, using existing templates or developing templates appropriate to the project.
- Edit video segments in Adobe Premier Pro and/or Shot cut.
- Confer with ICARDA scientists to conceptualize, brainstorm, and create designs and videos that are well suited to project needs and various audiences, including policymakers, researchers, donors, organizations in developing countries, and the public.
- Support communication team in social media campaigns via Facebook, Twitter, and LinkedIn, and ICARDA's Flickr album.
- Contribute to the way ICARDA is represented to its audiences by adhering to existing ICARDA branding guidelines. Manage procurement requests and the payment process of ICARDA communication products and liaises with external-local writers, editors, designers and printers.

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## Education, qualifications and experience

### Essential qualifications and competencies

- Must be currently enrolled in a University or Graduate School and have completed at least two years of undergraduate studies, or alternatively, have completed their university studies within the past six months.
- Fluency in Adobe Creative Suite, especially in Photoshop, InDesign, Premier, and Illustrator (must be able to layout documents, edit videos, and create original vector illustrations)
- Up to 1 year of experience as a graphic designer comfortable with PC platform, as well as proficiency in MS Word and PowerPoint
- Fluency in English (oral and written)
- Demonstrated ability to understand target audiences and relationships to brand concepts
- Knowledge of or experience working on international development issues, especially in areas related to ICARDA's mandate

### Desirable qualifications and competencies

- Design and production experience in print-publishing environments as well as experience with video and multimedia
- Working knowledge of HTML5 and motion graphics is an asset

## Terms of appointment

The successful candidate will be offered an internship for 6 months.

## How to apply

Please apply online at <https://apps.icarda.org/iea/> by June 25, 2019

**ICARDA is committed to increasing women representation in its workforce and strongly encourages applications from women.**

**Applications will be acknowledged, but only shortlisted candidates will be contacted.**