

Page Designer

The Dalhousie Gazette Publishing Society is looking to hire an Page Designer for the next publishing year (May 1, 2020 to April 30, 2021). The Page Designer is responsible for the page layout and design of the print edition of the Dalhousie Gazette.

The responsibilities of the Page Designer are, but not limited to:

1. Maintaining professional relations within the staff
2. Creating the page layout for the print issue of The *Dalhousie Gazette*
3. Creating annual media kit with the Business and Admin Manager
4. Conferring with the Editor-in-Chief, Copy Editor and Visual Editor throughout design process
5. Ensuring the paper is submitted to the printer by deadline
6. Designing other materials required by the society

The Page Designer is a member of the Gazette's paid staff. They must be available for communication with both the Editor-in-Chief and Visual Editor for the duration of the design process, two of which are required to be present in the office.

The Page Designer will be paid \$500 per issue (we do not publish in the summer months, so they will not be compensated during those months). These numbers may be subject to change, but are what the business manager has estimated for next year. The successful candidate will be notified if there are any salary changes.

The Page Designer must be:

1. not a representative on the Dalhousie Student Union Council, Board of Governors or Senate
2. experienced in graphic design and/or newspaper design layout (ideally a graphic design student or recent graduate looking to broaden their portfolio with newspaper layout work).

Potential candidates will be contacted for an interview. A résumé and cover letter and three or more examples of work (links to online portfolios are recommended but not necessary) must be submitted in PDF to the Chair of the Publishing Board, at gazette.board@gmail.com by 5 p.m. on **April 6, 2020**.

The *Dalhousie Gazette* is a student-run newspaper based in Halifax, Nova Scotia on the campus of Dalhousie University. It is the oldest campus paper in Canada, published consistently since 1868. We publish stories significant to people both on-campus and in the wider Halifax community.

The Dalhousie Gazette Publishing Society is committed to being an accessible society of the Dalhousie Student Union. We are committed to not discriminating on the basis of race, Indigenous ancestry, ability, gender, sexuality, age, citizenship and immigration status or any other rights protected under the Nova Scotia Human Rights Act.

The *Dalhousie Gazette* is settled in K'jipuktuk (Halifax) of Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq, where we work, play and study.

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