

The Little Gallery of San Bernardino

Position Title: Graphic Designer

Position type: Internship

Supervised/Mentored by: Andrew K. Thompson, Eric Servin, and Tony Estrada

Salary: Unpaid

Hours: 5 hours per week

Location: 459 W. 4th St. Suite #12 San Bernardino, CA 92401 and some remote

About The Little Gallery of San Bernardino (TLGSB): The Little Gallery was started by Cal State San Bernardino adjunct professor Andrew K. Thompson (Gallery Director) and local artist, Eric Servin (Gallery Manager). Their mission is to spotlight curated, contemporary art from San Bernardino County and beyond. In addition to the Gallery Director and Manager, TLGSB has a Media Content Manager, a Chief Financial Officer (Stephanie MacLean), and a Graphic Design team.

Purpose of the Position: Successful candidates will work closely with the Gallery Director, Manager, and lead Graphic Designer to create fliers, publications, and other graphic elements related to The Little Gallery brand.

Responsibilities & Duties: Duties will include graphic design consistent with the TLGSB style guide. Work in team and individual projects highlighting local arts and culture.

Training: You will have the opportunity to put your skills to practice while participating and networking in the growing local art scene. You will get the chance to build your portfolio designing for an enterprising art venue in the heart of Downtown San Bernardino.

Requirements: The ability to work with the team for a common goal, to respond and complete tasks in a timely manner, proficient with the Adobe Suite but can draw too. Creativity is encouraged.

Application Procedure:

Send resume, cover letter, and samples to TheLittleGallerySB@gmail.com