



## **RAD Summer Internship 2023**

**Radish House Agency** is a creative boutique agency that offers a variety of services. Our team of creatives consists of admins, art directors, editors/copywriters, designers, and amazing RAD artists. We bring our world class clients and small business clients' vision to life from books, animation, products, and other creative content.

**Internship description:** Radish House Agency is looking for aspiring illustrator/designer intern to help grow and flourish the look and the feel of the agency. We are looking for someone who has excellent communication skills, a strong design sense, excellent time management skills, is proactive, has good knowledge of the Adobe suite for design, and has an eager enthusiasm to work with a team of creatives.

**Language:** English

### **Date:**

Application date: April 25th 2023

Internship Duration: 3 months,

**Work Remotely:** Yes with the chance to intern in person at our office in Jeddah KSA

- Remote interview process
- Virtual meetings via Google Meet and in person meetings for our in house interns.

**Experience:** over 2 years of experience in Adobe suite such as Illustrator, Photoshop, and Indesign is preferred.

**Payment:** 3-month unpaid commitment with the opportunity to extend. (Our interns learn a lot in their time at Radish and move forward to careers with us and in other respected institutions.

**Position:** 3 positions open.

### **Responsibilities:**

- Work independently and collaboratively on a range of projects and products that address creative and business objectives.
- Collaborate with different teams in a fast-growing working environment.

- Produce creative work that may include creative ads, social media content, infographics, editorial content, videos, graphical assets, photographs, illustrations, and more, for the brand of the Agency.
- Ensure that design deliveries are not only well crafted! also, can effectively communicate ideas clearly and concisely that fit the brand of Radish House Agency.
- Plan creative design projects and conduct design research as necessary to collect inspiration and strategize how to best deliver impacts through graphical works.
- Create and maintain sets of reusable graphical and illustration assets.
- Collaborate with the Lead designer to help them improve the look and feel of the agency.
- Work on a personal portfolio with our team guiding you to achieve professional quality work.

**Strong candidate:**

- A sense of general design aesthetics and some knowledge of Adobe software like photoshop, illustrator as well as digital painting apps like procreate.
- Familiar with photoshop, able to do photo enhancement.
- A person who has decent knowledge of design such as brand design, book design, booklet design, and many other essential graphic design skills.
- A positive and friendly attitude with good multitasking, time management, and organizational skills.
- A proactive person who can work as part of a team and still can achieve a task if given unattended.
- Be able to communicate in a timely manner.
- Speak and write fluently in English, being bilingual is an added positive.
- Comfortable in a fast-paced environment, able to adapt to evolving circumstances as needed.
- Open up to experiment and have a positive manner in work.
- A responsible person who takes responsibility for their actions.

**Perks of internship:**

- A great learning environment with a team of highly motivated and creative individuals.
- Access to our online classes for FREE during the internship.
- Mentorship with our creative team.
- An opportunity to grow your soft skills and to understand the creative work environment.
- Build a unique and creative professional portfolio.
- A lifetime connection with Radish House Agency.
- College credit (When applicable).

**Application Requirements:**

- Resume or CV

- Cover letter
- Your public social media or website (if available) or a portfolio of your best work as a PDF

### **Application Criteria:**

- A resume, to help the team to get to know you better with your public social media link.
- A cover letter that allows us to know more about you, your current achievements, and your short-term goals.
- A portfolio in an A4 horizontal format with your name clearly on each page as a single PDF format.
- Show a range of skill sets in a specific area that you are confident in. e.g, vector art, typography, etc

### **Submission:**

Please submit your application to [radteam19@gmail.com](mailto:radteam19@gmail.com) via [We Transfer](#).

Please feel free to email us at [radteam19@gmail.com](mailto:radteam19@gmail.com), if you have any questions. We look forward to hearing from you.

### **Most frequently asked questions:**

#### **1. What would the work hour be like while in the RAD internship?**

We don't have a set time to work every day. The internship is mainly driven by tasks and deadlines. Therefore, the RAD interns would need to wisely work on their time and schedule to fulfill the task within the deadline.

#### **2. How does the virtual internship work?**

RAD internship is a virtual internship where we meet 100% online. We work mainly via Zoom to virtually meet and execute tasks via email and [Slack](#).

#### **3. What are the benefits of this type of internship?**

- You will come out of this internship with a better level of understanding of a creative business and how an agency functions.
- You also will have created a body of work to add to your portfolio.
- You will get a class pass to attend classes that will improve your skills and enrich your portfolio.
- Meet other like-minded artists who are working on their skill set and goals.
- Being surrounded by artists from all over the world.

#### **4. Would I be able to add the work I created during this internship to my portfolio?**

Yes, Our goal is to help you supplement and enhance your portfolio.

**5. Can I extend my internship?**

We do not offer extensions. However, you are encouraged to reapply to join the following round with a letter of why you would want to extend the internship.

**6. It was mentioned that college credit applies. How do I obtain college credit?**

You will need to check the school process and guidelines and discuss that with your supervisor. We give our interns regular reviews and track their progress to help when applying for school credit.