

# General requirements for volunteers

All volunteers must have an intermediate to advanced level of Spanish and be at least 18 years of age. We expect a minimum time commitment of 3 months and will give preference to volunteers who can make a longer time commitment.

Volunteering in the Amazon is not for the faint of heart. The weather is hot and humid. There are often many bugs and mosquitoes. River travel is not the most comfortable form of transportation, though it is the most common. You are expected to work hard, and when staying in indigenous communities, volunteers will not have running water of lush toilets. While volunteers will not be required to permanently live in the communities, they might be there for up to two weeks at a time. Flexibility and patience are also extremely important for our interns/volunteers. Things happen at their own pace here in the Amazon, and patience is definitely a virtue.

We therefore seek interns and volunteers who are physically, mentally and emotionally fit and do not back down from a challenge. That being said, the rewards of persevering and facing these challenges yield innumerable opportunities for growth and learning.





# Web and Graphic Designer

#### **Overall Role**

The Web and Graphic Designer role is to create the best digital identity for Alianza Arkana and its programs through the implementation of effective and meaningful print and digital designs.

The Designer will develop program and communications material, digital designs, and web designs.

# Main Duties and Responsibilities

Design Program & Communications materials such as:

Banners, backdrops, posters, brochures, greeting cards, stationery, annual reports, educational material, logos, digital identity for projects/campaigns, monthly E-newsletter, online mailings, website layouts etc.

Develop and maintain organization's identity on all design materials such

Event and communications materials, stationery, and website etc. Other responsibilities include but are not limited to:

- Coordinating with suppliers (e.g. web developers and printer) to ensure highest quality of final product
- Retouch photos and manage photo library
- Collaborate with program staff, from creative brainstorming to revision and production
- Edit videos and documentaries (occasionally)
- Keep up-to-date with program/development/communications activities
- Update news and content for Allianza Arkana website (occasionally)
- Support the teams by giving advice/comments on outsourcing projects to improve digital material quality



### **Key Skills**

- More than one year experience in graphic design
- Extensive knowledge of Adobe Illustrator, Photoshop, and InDesign
- Excellent verbal and written communication skills; good English and Spanish skills
- Experience in working with cross-functional teams
- Ability to assist and take over ongoing projects/tasks
- Ability to understand brief/feedbacks and apply to designs
- Proficiency to work on Mac OS
- Flexible, dynamic, professional, and innovative
- Ability to adapt designs/artworks to different cultures and communities
- Willingness to learn

#### **Additional Qualifications**

- Knowledge/experience of web design and HTML is a plus
- Knowledge/experience of printing and coding is a plus

We are happy you are interested in coming to the Peruvian Amazon to collaborate with Alianza Arkana!

Please send the following information to info@alianzaarkana.org

- Your curriculum vitae or resumé
- A cover letter explaining in more detail your interest in partnering with Alianza Arkana
- A completed Volunteer and Internship Questionnaire (see details below)

Volunteer and Internship Questionnaire:

Please respond to the questions below, keeping each of your responses within the limit of 150 words.

- Name:
- Age:
- Position you are applying for:
- Describe what skills you possess that would be beneficial to our work.
- What experience do you have working with communities?



- What is your level of Spanish fluency?
- What experiences do you have working with diversity, and what have you learned based on these experiences?
- Describe a peak experience when you thought life couldn't possibly get any sweeter.
- What do you like to do for fun?
- How do you deal with conflict and discomfort?
- What do you want to teach the world, and what would you like to learn?
- What is your big vision?