

Graphic Designer

Do you have a strong work ethic and are passionate about education and community programs? Be part of a team where you can work for a non-profit organization and make an impact on students to learn more! You can make a difference in the world by giving students the opportunity to access free and affordable educational services!

About Toronto Region Educational Services:

Toronto Region Educational Services (TRES) is a not-for-profit organization dedicated to providing individuals across the Toronto region and beyond with accessible, free, and affordable educational resources. We offer a safe, supportive learning environment designed to inspire, motivate, and empower individuals as they build a strong foundation for personal growth.

About this opportunity:

As a Graphic Designer at TRES, you will play a key role in creating visually compelling and engaging experiences across digital and print platforms. Your work will support community-driven initiatives by producing high-quality visual assets that align with user needs, organizational goals, and a cohesive brand identity. Through thoughtful and accessible design, you will help enhance engagement, communicate key messages, and strengthen the organization's mission of empowerment, learning, and community connection.

Key responsibilities are as follows:

- Design graphics, layouts, and branding materials for digital and print applications, including logos, banners, brochures, posters, and social media content.
- Apply principles of typography, color theory, and composition to create visually appealing, effective, and accessible designs that reflect TRES's mission and values.
- Collaborate with developers, marketing teams, and content creators to ensure visual assets support organizational objectives and provide a seamless user experience.
- Maintain consistent visual language and brand identity across websites, marketing materials, social media, and print collateral.
- Update and refine existing visual assets to reflect evolving branding, campaigns, and design trends.
- Create responsive graphics optimized for various devices and platforms.
- Evaluate designs based on usability, accessibility, and stakeholder feedback, making improvements where needed.

- Support creative initiatives by producing assets for web development, newsletters, community events, and digital marketing campaigns.
- Stay current with industry trends, design best practices, and emerging tools while managing multiple design projects efficiently.
- Deliver day camps (e.g., March Break Camp, Weekend Camp, and Summer Camp) and other virtual and in-person educational programs across the Greater Toronto Area.

Requirements:

- Passion for graphic design, visual communication, and community-focused creative work.
- A portfolio demonstrating strong experience in digital and/or print design.
- Proficiency with Canva and/or Adobe Creative Suite (e.g., Illustrator, Photoshop, InDesign).
- Strong understanding of typography, layout, color, and branding principles.
- Excellent attention to detail and ability to maintain visual consistency across all assets.
- Strong communication and collaboration skills.
- Ability to manage multiple projects and meet deadlines.
- Proficiency with Google Workspace (Docs, Slides, Drive).
- Ability to work 35–40 hours per week, including evenings and weekends based on assigned shifts.
- Mobility to commute across the Greater Toronto Area, mainly York Region and Toronto.
- Valid Standard First Aid with CPR-C and a clear Vulnerable Sector Check (required before first day; not reimbursed).
- Candidates must be between 15–30 years of age, a Canadian citizen/permanent resident/refugee protection status, and have a valid SIN.

Assets:

- Experience designing for education, youth programs, or community organizations.
- Familiarity with accessibility guidelines for digital content.
- Experience with illustration, motion graphics, or basic video editing.
- Fluency in more than one language (reading, writing, speaking, listening).
- Access to a vehicle and valid G2/G Ontario driver's licence.

This is a fully in-person position. Salary ranges from \$18–26/hour, dependent on experience, skills, education, and role.