

Design Assistant

BlackStar Projects

ORGANIZATION

BlackStar is a filmmaker centric and POC-led organization that brings an intersectional analysis of race, gender and power into the work while providing high quality opportunities for artists and critics, and a thoughtfully curated experience for audiences. Founded to focus on the work of Black filmmakers (of the African diaspora), we are now dedicated to solidarity across artists and communities of color, including Black, Asian, Latinx, Arab, Native, and Indigenous while still centering anti-Black racism as core to our racial justice analysis.

BlackStar is focused on the following issues:

- POC Authorship and not individual representation
- Aesthetic quality over celebrity
- Supporting a POC artists community, not just producing an event
- Curating a high quality and accessible program

BlackStar's core programs include:

- BlackStar Film Festival
- Curatorial Projects
- Philadelphia Filmmaker Lab
- *Seen*, journal of film and visual culture
- William and Louise Greaves Filmmaker Seminar

THE ROLE

The Design Assistant (DA) position provides a unique opportunity to develop graphic design, video filming and editing skills as a member of BlackStar Projects' Communications Team. The DA will work closely with BlackStar's Design Manager, Creative Director, and the rest of the Communications team in support of the 2025 BlackStar Film Festival, Venus Fly Trap exhibition, and the marketing of *Seen* issue 008.

This role will give the DA hand son experience in learning the ins and outs of creating graphics and other content for promotional campaigns across digital, social, video, as well as the tactics and best practices it takes to design for a non-profit arts organization.

From this internship opportunity, the candidate will gain:

- Graphic design, videography, and video editing skills and experience
- Organizational and workflow management skills
- Experience with video marketing and social media strategizing
- Experience working with a cross-functional team

We are currently operating with a hybrid model of work, with in-person work at our offices in South Philadelphia and remote work hours required. With regard to COVID-19, in-person activities are done above CDC and state level guidelines.

This is a temporary, part-time internship opportunity.

THE SEARCH

BlackStar Projects is seeking an individual to provide support to BlackStar's Communications team. Some experience with Adobe Creative Suite is required, with particular experience with InDesign preferred.

The ideal candidate should have a strong interest in uplifting the work of Black, Brown and Indigenous communities, as well as interests in BlackStar's three key areas—filmmaking, visual arts, and media arts.

A demonstrated commitment to intersectional feminism and social justice is also desired.

RESPONSIBILITIES

Primary responsibilities of the Design Assistant include:

- Create graphics, GIFs, and short videos under the direction of the Design Manager and Creative Director
- Attend Comms team meetings, creative strategy meetings, and other meetings, as necessary
- Participate in ideation sessions for design content
- Works with the Comms team to develop ideas for promotional campaigns

TIMEFRAME

This is a temporary, full-time internship, May 27 - August 5, 2025.

STIPEND

Determined and provided by university/college.

BlackStar Projects is committed to the principles of equal opportunity employment at every level without regard to race, color, religion, national origin, sex, marital or familial status, sexual orientation, gender identity characteristics or expression, age, non-job-related disability, or political affiliation.