Staff Vacancy: Conference Graphics Designer

Each year, Students for the Exploration and Development of Space (SEDS) Canada hosts the Canadian CubeSat Conference to bring students, researchers, and professionals together for a weekend focused on CubeSat technology and the broader space industry. The conference features speakers, workshops, networking events, and a concise schedule that transitions between sessions.

Having a sleek and modern visual identity is key to capturing the attention of participants, sponsors, and stakeholders. As we build the team for the Canadian CubeSat Conference, we are looking for a creative individual to handle our graphics needs. This includes making flyers for advertising, graphics for social media and the website, and other materials such as business cards, presentation designs, and conference documents.

This position is ideal for a student who aspires to a career in graphic design and wants to gain experience by volunteering at a growing national non-profit. If you simply love space and enjoy creating graphics, you'll also be a great fit. We prefer applicants with experience (or a willingness to learn) the Adobe Suite, specifically Photoshop, InDesign, and Illustrator. Bonus points if you can create original digital artwork for use in our publications.

Primary duties:

- Create flyers for advertising and graphics for social media outlets and the conference website
- Design and publish documents such as the sponsorship package, conference booklet, schedules, and other materials
- Coordinate with SEDS-Canada's Media and Communications team to ensure all graphics are consistent with the organization's branding

Requirements:

- Time: usually 3–4 hours/week (more within a month of the conference)
- Experience or willingness to learn the Adobe Suite (Photoshop, InDesign, Illustrator)
- Good organizational and communication skills
- Ability to work independently to successfully complete assigned tasks

This is an unpaid volunteer position. Prior experience is an asset but not required—the most important qualities are a willingness to learn and contribute in a fast-paced, professional environment.

Apply today by filling out the form at bit.ly/apply2seds, and we'll get back to you to set up an interview. **Deadline to apply: November 21, 2026.**