



## **Job Description: Fashion Design Intern**

Vickery Trading Company equips refugee women for long-term success through vocational training, personal development and fair wages. We're a non-profit social business that manufactures a children's clothing line in the heart of Dallas. On-trend and practical design is critical to our success. We are looking for a creative candidate to assist with design and all tasks necessary to carry designs to production.

Reporting to the President, the Design Intern will assist with the design process for the company. They will manage the design timeline and maintain open communication with VTC team to ensure a seamless transition from concept to production.

### **Responsibilities**

- Assist in design development as part of design team
- Manage design team timeline and communications
- Coordinate patternmaking and grading processes
- Source and order raw materials, in conjunction with production team
- Create spec sheets for designs
- Create garment construction instructions with production team
- Perform other necessary administrative duties

### **Qualifications**

- Enrollment in or completion of a fashion design program preferred
- Workable knowledge of fashion industry and trends
- Must be able to work on a team
- Creative
- Organized
- Task management and ability to meet deadlines
- Can work well in a fast-paced and changing environment
- Sewing experience a plus
- Design experience a plus
- Personal qualities of integrity, credibility, and dedication to the mission of VTC

Start Date: 1 Position open available, Sep 9-Nov 22, 2019 commitment

Hours: 10 hours/week; minimum 2 days per week; all hours in office

Compensation: This is an Unpaid/Volunteer internship, but happy to provide a reference for experience

To Apply: Please send cover letter and resume to [info@vickerytrading.org](mailto:info@vickerytrading.org)