

The Deerfield Scroll

Application for Graphics Artists, Photographers, Layout

Vol. CI, 2026-2027

Email the completed application to jliu26@deerfield.edu, jchang26@deerfield.edu,

jwoo26@deerfield.edu, & jpark26@deerfield.edu

CC jromick@deerfield.edu & twilley@deerfield.edu

Graphics Artist applicants please also CC: rba26@deerfield.edu

Photographer applicants please also CC: zyuk26@deerfield.edu

Layout applicants please also CC: rba26@deerfield.edu

by Sunday, March 22nd, 2026 by 11:59 PM EST.

Name:

Class Year:

Dormitory:

Phone Number:

	Staff Graphics Artist	Staff Photographer	Layout (Print & Website) Associate
Open to:	All students	All students	All students
Responsibilities	- Draw high quality, relevant graphics on time, when asked	- Take high quality, relevant pictures on time, when asked	- Skilled in using Adobe InDesign - Work on website development - Upload articles and issue pdfs to website on time - Assist during Layout weeks
Name appears in Masthead?	No	No	Yes

POSITIONS in order of preference (Note: You may have multiple positions. If the option is of your interest, please indicate below)

1st:

2nd:

3rd:

I. Graphics Artist Application

1. Pick a *Scroll* article from our [website](#) that does not currently have a graphic illustration. Please submit an appropriate illustration to accompany the article. When you submit your work, please also include the link to the article you worked from. We strongly encourage you to use digital mediums, but well scanned-in paper graphics with a **clean, white background** are also acceptable. Artworks will be accessed on creativity, skill, and relevance to the article.
2. In the past, we've often run into commitment issues with our graphics artists. Please write briefly (approx. 100 words) about how you will meet expectations and deadlines for this role.
3. Please include any additional information (optional).
4. By submitting this application, you are accepting the terms stated: I understand that it is my responsibility to communicate with the Head of Graphics if I need an extension. I acknowledge that if I fail to submit assigned graphics 3 times throughout the school year, my position as a staff graphic artist may be revoked.

II. Photographer Application

1. Please send a portfolio of **at least 3 photographs** that you feel best demonstrate your style and skill level. Please refrain from including artistic work and still life photos. Instead include photographs that one might see published in the *Scroll* such as portraits, candid campus snapshots, specific places on campus, events, sport games, etc.
2. In the past, we've often run into commitment issues with our photographers. Please write briefly (**approx. 100 words**) about how you will meet expectations and deadlines for this role.
3. Please include any additional information (optional).
4. By submitting this application, you are accepting the terms stated: I understand that it is my responsibility to communicate with the Photography Editor if I need an extension. I acknowledge that if I fail to submit assigned photographs 3 times throughout the school year, my position as a staff photography may be revoked.

III. Layout Application

1. In the past, we've often run into commitment issues with our layout editors. Please write briefly (**approx. 100 words**) about how you will meet expectations and deadlines for this role.
2. What qualities, experiences (Adobe InDesign, Website coding), and aspirations to the *Scroll* make you well suited for your preferred position? (300-350 words)
3. Define the role of the *Scroll* both on campus and beyond. (Max. 150 words)
4. List all your extracurricular commitments (e.g, sports, clubs) and note leadership roles and approximate hours per week/days per month if possible. Also include positions you plan to or have applied for. (specify time commitments that may differ per term)
5. Please include any additional information (optional).
6. By submitting this application, you are accepting the terms stated: I understand that it is my responsibility to communicate with the Head of Layout if I need an extension. I acknowledge that if I fail to submit assigned layout projects 3 times throughout the school year, my position as a layout associate may be revoked.

IV. Others

If you have any skills including but not limited to coding, statistical analysis, videography or podcasts, please write briefly (approx. 100 words) about your experience and attach a piece of work if possible. We always welcome people with different talents so if you have a skill that might be beneficial to the *Scroll* but is not listed above, please note them here.