



# Ellisville State School

1101 Highway 11 South ♦ Ellisville, Mississippi, 39437  
601-477-5625 ♦ 601-477-5710 fax

## Vacancy Announcement

### **PUBLIC RELATIONS SPECIALIST I CONTRACT POSITION**

**This is a contract position with no state benefits**

**Position Open:** May 25, 2023

**Position Close:** June 01, 2023

**Salary Range:** \$22.00 an hour up to 24 hours per week during the hours of 8:30 a.m.-4:30 p.m. Monday - Friday  
The Agency reserves the right to renew the contract for up to two (2) years beyond the initial contract term, at the same rate of pay per hour and hours per week.

**Location:** Public Relations

**Position Description:**

Identify public information and internal communication needs. Provide relevant informational services to the public and internal audiences. Perform news and/or publication writing, graphic and/or website design, photography, videography, and social Media work. Other Public Relation duties as assigned by the Director or Authorized Appointed Authority.

**Education/Experience:**

Typically requires a Bachelor's Degree and 1-2 years' experience.

Employees of Ellisville State School cannot be considered for this position unless they resign from their current state service position.

Interested applicants can submit an application at the Ellisville State School Office of Human Resources or Win Job Center, Laurel or Hattiesburg, MS. For questions about applying please call 601-477-5625.

It is expressly understood that the above description of job duties and expectations are subject to change based on the needs of Ellisville State School.

***Upon contingent employment offer, employees must complete a background check, pre-employment drug test, and submit documentation of COVID-19 vaccination or an accommodation request related to vaccination status.***

*Ellisville State School is an Equal Opportunity Employer*