



## **EMPLOYMENT OPPORTUNITY**

### **Public Relations Associate**

The Barberton Public Library is seeking a dynamic, creative and enthusiastic communication professional. The Public Relations Associate works with administration to craft the Library's message, promotes services, programs and special events, and is the liaison to the Friends of the Library volunteer group. The ideal applicant will have the ability to develop and implement both traditional and digital communications. The candidate will have proven experience in publication design and professional writing as well as website management, social media, and other electronic media. The Public Relations Associate works with library staff, administration, volunteers, and other community entities to develop and maintain a strong positive presence in the Barberton community.

The position is full-time, scheduled at thirty-five hours per week, and offers excellent benefits including vacation and sick leave, paid holidays, Ohio Public Employees Retirement, health and life insurance, OLC membership, and employee assistance services. Starting compensation is \$13.00 - \$17.00 per hour depending on qualifications.

### **Qualifications:**

Bachelor's degree in public relations, communication, marketing, journalism, or related field; or the equivalent combination of education, training, and experience is required. Demonstrated ability to communicate complex ideas and concepts clearly to both internal and external audiences. Demonstrated ability to work with desktop publishing and computer software.

Preferred requirements include proficiency in Adobe Photoshop and Microsoft Publisher. Knowledge of Constant Contact or other email service is preferred.

### **Comments:**

The position is open until filled. Please submit resume, cover letter, employment application and contact information for three professional references to:

Ann Hutchison, Library Director  
[director@barbertonlibrary.org](mailto:director@barbertonlibrary.org)