

Grant Writer / City Publicist

The City of Marion is currently accepting applications for the position of Grant Writer / City Publicist. The Grant Writer/Publicist is responsible for developing, preparing, negotiating and submitting federal, state, local and private grant/loan applications and contracts, as well as performing project research and development for the City. The Grant Writer/Publicist writes interesting and effective press releases, designs flyers, brochures and other promotional materials, prepares information for media kits, edits and produces a monthly newspaper and develops and maintains the City's internet and social media web pages.

Bachelors degree with major course work in planning, public administration, business administration, or journalism required. The ideal candidate will have 3+ years of grant writing experience, AGWA certification and working knowledge of Quark or similar graphic design software. Salary range \$25,000-\$31,000 dependent upon qualifications. Interested persons should submit their resume and cover letter to Mrs. Elizabeth Ficik, Personnel Director, PO Box 1190, Marion, SC 29571. Equal Opportunity Employer. Application deadline is Friday, January 25th.