



## Job Vacancy Announcement

- Position:** Manager,  
Community Relations Department
- Department:** Office of Community Relations  
Ebony Pyramid Entertainment (EPE)
- Duration:** Part-Time (1-10 hours weekly) &  
Full-Time during EPE major events
- Positions:** 1 (one)
- Application Deadline:** Per EPE Website
- Prerequisite:** Must have planned or assisted in planning the promotions of a major/special event, as well as experience in public relations and media publication. Supervisory and management experience is a desired trait. Ability to multi-task and work in a high pace environment is a must. Candidate must also possess strong written and oral communication skills. Commitment and dedication to the mission and success of EPE is a priority.
- Compensation:** Cash compensation is paid based on overall company performance. Some travel and amenities may also be provided as compensation.
- Major Duties:** This Manager assists the Director for Community Relations. Reporting to the Director, this Manager provides assistance on department matters. This Manager is responsible for ensuring that all aspects of community outreach are implemented. This Director is responsible for managing the performance measures of the projects under the direction of their Director. This Manager is responsible for assisting the Director in implementation and management of policies and strategies developed by the President and/or the Senior Executive Staff.
- How To Apply:** To apply for this position, complete the online application.