



MISSOURI PUBLIC SERVICE COMMISSION

JOB OPPORTUNITY

PUBLIC RELATIONS COORDINATOR

The Missouri Public Service Commission is seeking to fill the position of Public Relations Coordinator with a self-directed, organized, energetic individual who enjoys interacting with a diverse and extensive range of contacts, including the news media, general public, state and local officials, utility industry representatives and with public, private, labor, business, and civic organizations.

Job Posting Number: AD010126

Salary: Starting salary will be commensurate with education and experience. Annual salary range: \$49,000 - \$61,054 plus benefits. *(The salary listed reflects the base pay rate. Verified prior state service, subject to applicable eligibility requirements, may increase total compensation.)*

Job Location: This position is located at 200 Madison Street, Jefferson City, MO 65102

Why you'll love this position:

The Missouri Public Service Commission regulates investor-owned electric, natural gas, steam, water and sewer utilities in Missouri. We ensure that Missourians receive safe and reliable utility services at just, reasonable and affordable rates. The Public Policy and Outreach Department develops and distributes information to the media on agency activities, responds to media requests, and provides utility consumer education materials.

What you'll do:

- Interact with a diverse and extensive range of contacts, including the news media, general public, state and local officials, utility industry representatives and with public, private, labor, business, and civic organizations.
- Journalistic and public speaking activities, maintaining and expanding social media presence.
- The position is based in Jefferson City, with travel to sites across the state.
- Manage and maintain the PSC website, develop publications and materials to further public understanding of utility regulatory issues and the functions of the PSC.
- Position will require occasional in and out of state travel.

All you need for success:

Minimum Qualifications

- A Bachelor's degree from an accredited four-year college or university in Public Relations, Communications, Journalism, Marketing, English, or a closely related field and;
- 3-5 years of professional experience in public relations, advertising, information research and dissemination, consumer education or journalism.
- Professional experience in related areas may be substituted on a year-for-year basis for the required formal education.
- Strong writing and editing skills as well as public speaking and presentations skills.
- Design skills/tools (Canva, Adobe Creative Suite, etc.) and CMS experience.
- Organizational and multitasking skills.

- Ability to work within a team setting or independently is required.
- Must have initiative and strong work ethic.
- Ability to effectively interact with diverse audiences.

More reasons to love this position:

The State of Missouri offers an excellent benefits package that includes a defined pension plan, generous amounts of leave and holiday time, and eligibility for health insurance coverage. Your total compensation is more than the dollars you receive in your paycheck. To help demonstrate the value of working for the State of Missouri, we have created an interactive Total Compensation Calculator. This tool provides a comprehensive view of benefits and more that are offered to prospective employees. The Total Compensation Calculator and other applicant resources can be found [here](#).

- Health insurance 1st of the month following start date.
- 10 hours paid sick and vacation time each month.
- 13 paid holidays.
- Optional life, medical, dental, and vision coverage.
- State employee pension plan and deferred savings program (with up to \$75 match).
- Potential flexible work schedules, physical fitness opportunities, and tuition reimbursement.

If you have questions about this position, please contact:

pscjobs@psc.mo.gov

To be considered for this position, please submit an application, resume, provide a copy of each transcript from all colleges/universities attended, and two to three writing and design samples by 5:00 pm **January 23, 2026** to: MO Public Service Commission, **Reference Number AD010126**, P.O. Box 360, Jefferson City, MO 65102 or via e-mail to pscjobs@psc.mo.gov. For additional information about this position, you may visit <https://mocareers.mo.gov/psc> or http://psc.mo.gov/General/Career_Opportunities.

The State of Missouri is an equal opportunity employer and is committed to developing and maintaining a talented workforce.