

OPEN POSITION ANNOUNCEMENT

# Marketing and Communications Associate

Open until filled. Posted May 12, 2026.

*San Diego County, hybrid work schedule set by San Diego Community Power*

## About the Role

San Diego Community Power seeks a creative and proactive Marketing and Communications Associate to encourage participation in programs that benefit diverse customer segments in concert with the agency's mission to provide cleaner, cost-competitive electricity for nearly 1 million customers.

The Marketing and Communications Associate will be responsible for developing and executing marketing and communications strategies that drive engagement and awareness of Community Power's programs, specifically from its San Diego Regional Energy Network (SDREN) initiative. You will be a key player in our efforts to continue building a strong brand identity and establish Community Power as a leader in the clean energy industry.

Self-motivation, organization, flexibility, and attention to detail are essential to this position. A successful candidate will have a track record of coordinating innovative and successful marketing campaigns that have spurred meaningful program participation, an ability to set up and improve systems that build strong relationships and efficiencies across multiple marketing teams, and excellent writing and editing skills.

## About San Diego Community Power

San Diego Community Power is a community-driven public agency providing clean energy to nearly 1 million customer accounts across the San Diego region. Formed in 2019, Community Power purchases energy from renewable sources, which SDG&E delivers through its power lines. As a not-for-profit, any revenues beyond operating costs are reinvested in our local communities.

## Commitment to Diversity

Community Power is an Equal Employment Opportunity (EEO) and American Disabilities Act (ADA) employer. Community Power values diversity and is committed to fostering an inclusive environment for all employees. We strive to hire employees reflective of the diverse communities that we serve. We provide equal employment opportunities to all applicants and prohibit discrimination and harassment of any kind, regardless of race, color, national origin, sex, gender identity or expression, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by federal, state or local laws.

## Primary Duties & Responsibilities

- Implements the planning, development, content creation and evaluation of program campaigns and collateral
- Collaborates with internal staff and contracted program implementers to ensure all content aligns with other strategic messaging
- Aligns common messaging and marketing strategies across programs
- Helps build and maintain a consistent brand, coaches others on brand, style, and messaging guidelines
- Develops and executes effective marketing and communications strategies to increase program awareness and participation
- Creates and curates engaging and informative content for SDREN.org, email campaigns and other channels
- Supports integration of SDREN into Community Power's public relations strategy and collaborates with the organizational communications team for broader efforts
- Stays up to date with related industry trends, emerging technologies and best practices
- Must be able to work various hours and locations based on business needs
- Attends and/or travels to meetings, and community events locally in San Diego to meet with stakeholders. May attend conferences in California and out of state as needed. Access to reliable transportation, and if driving an automobile, a good driving record. Community Power reimburses mileage expense at the IRS mileage rate
- Other duties as assigned

*This job description may not be inclusive of all assigned duties, responsibilities or aspects of the job described and may be amended at the discretion of Community Power as needed.*



# Skills & Qualifications

## Required Skills & Qualifications

- Excellent project management skills with the ability to prioritize and manage multiple projects and stakeholders simultaneously, meet deadlines and work under pressure
- Strong writer, with a track record of writing compelling content for many audiences in a fast-paced environment
- Strong passion for public service and supporting underserved communities
- Excellent time management skills, ability to effectively work independently or in teams on multiple tasks or projects
- Effective at creating and delivering key messaging
- Excellent organizational skills and attention to detail
- Ability to communicate clearly, concisely and persuasively, verbally and in writing
- Tact, diplomacy and discretion in dealing with sensitive and complex issues
- High proficiency with the Microsoft Office Suite, including Word, Excel, PowerPoint and SharePoint as well as the ability to use virtual meeting applications
- Familiarity with website content management systems such as WordPress
- Familiarity with digital media platforms, such as Google Analytics, social media management tools and advertising platforms
- Must reside in San Diego County or be willing to relocate upon hire
- Ability to work nights and weekends

## Preferred Skills & Qualifications

- Advanced methods and techniques for creating effective marketing, media and communications materials
- Ability to do basic graphic design, photography and video production
- Knowledge and/or passion for energy, sustainability and electrification

## Education & Experience

Any combination of education and experience that would provide the knowledge, skills and abilities listed. A typical way to obtain the required qualifications would be:

A four-year degree or higher from an accredited college or university in marketing, communications or a related field. Candidates should have two (2) to three (3) years of experience in marketing or communications, including supporting multiple clients, programs or products with diverse audiences at once. Four (4) additional years of professional experience may be used in place of a degree.

## Work Environment & Condition

Prolonged periods sitting at a desk and working on a computer is required. The occasional carrying, lifting and/or moving objects up to 25 pounds is required. Occasional local travel and reliable transportation to attend Community Power public meetings, events and workshops on an as-needed basis is required.

Community Power employees work in the office and in the communities we serve. Community Power works to ensure a safe and healthy workplace for its employees and members of the community. Employees are required to be fully vaccinated for COVID-19.

Community Power is a public agency required to adopt and promulgate a Conflict of Interest (COI) Code. The COI Code requires employees in designated positions (including those identified under the interim disclosure process) to file a Statement of Economic Interests (Form 700) on an annual basis. A candidate accepting this position may be required to file COI forms subject to the regulations of the Fair Political Practices Commission.

## Compensation

### Salary Range

The position salary range is: \$84,900 - \$110,400; with exact compensation to be determined by Community Power, depending upon experience.

### Benefits

Standard benefits package include, but are not limited to:

**Insurance:** Community Power covers 100% of health benefits, including medical, vision, and dental insurance, for eligible FT employees and their dependents. Also provided is a \$100,000 Life & AD&D policy, STD and LTD coverage that is 100% paid by Community Power.

**Retirement:** Community Power offers a 457(b) plan for employee contributions and contributes 10% of eligible compensation to the employee's Money Purchase Plan.

**Paid Time Off:** 11 holidays per year + paid winter holiday (between 12/24-12/31), 160 hours of accrued paid time off per year (increases with time in service), and 96 hours per year of accrued paid sick leave.

## How to Apply

Applicants must submit their resume, cover letter and references through Community Power's recruiting platform, Greenhouse. Applicants can access the platform at [Job-Boards.Greenhouse.io/SanDiegoCommunityPower](https://Job-Boards.Greenhouse.io/SanDiegoCommunityPower) or by clicking "View Open Positions" on Community Power's "Careers" webpage: [SDCommunityPower.org/Careers](https://SDCommunityPower.org/Careers).

