

OPEN POSITION ANNOUNCEMENT

Community Engagement Manager

Open until filled. Posted August 14, 2026.

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

About the Role

San Diego Community Power seeks an experienced manager and outreach professional to join our team as the Community Engagement Manager. The Community Engagement Manager will serve as a liaison between Community Power's internal team and community stakeholders to help inform the public about Community Power operations and programs. This role involves direct communication with community-based organizations, government staff, local leaders and members of the public.

The Community Engagement Manager will support the design and implementation of strategic outreach activities, with oversight from the Sr. Community Engagement Manager, cultivate stakeholder relationships, and deepen Community Power's commitment to meaningful community engagement throughout the region.

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

- Supervises and supports a team of community engagement staff, interns and volunteers, managing the scheduling for outreach personnel and events
- Acts as the main staff liaison to the Community Advisory Committee and administers monthly meetings, which includes cultivating relationships with members, leading member onboarding, ongoing support and recruitment, and working with its officers and the Clerk of the Board to create agendas, educational opportunities, host briefings, and overall meeting management
- Supports the coordination, participation and execution of outreach activities and events, including tabling, facilitating community meetings, presenting educational materials and participating in public

- forums, which may include weekends and hours outside of regular business hours
- Supports the development, execution, and evaluation of community outreach strategies to increase awareness of Community Power programs, rebates, incentives and offers, and strengthen public trust
 - Identifies partnership opportunities with organizations throughout San Diego County, targeting influential groups and community leaders to build support for Community Power's initiatives and programs
 - Builds and maintains relationships with key stakeholders including members of the environmental and social justice communities, neighborhood and community development organizations, and local schools, colleges and universities
 - Attends and represents Community Power at public events to clearly articulate the agency's mission, programs and customer benefits
 - Trains contractors, staff and volunteers on Community Power ambassadorship
 - Performs 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

- Ability to communicate and collaborate effectively with a variety of individuals representing diverse cultures, backgrounds and languages
- Excellent verbal, written and interpersonal communication skills
- Strong passion for customer service and commitment to community-centered engagement
- Experience in tailoring and presenting information to community groups and organizations
- Experience in event management and planning
- Excellent organizational skills and attention to detail
- Demonstrated outreach program design and/or project management experience as may have been gained with public agencies, environmental organizations and/or outreach organizations
- Ability to exercise sound judgment, professionalism, diplomacy and discretion in dealing with sensitive and complex issues
- Familiarity with the local San Diego political, social and economic landscape, as well as regional stakeholders
- High proficiency with Microsoft Office Suite, Word, Excel and PowerPoint, SharePoint, customer relationship management (CRM) platforms and ability to use virtual meeting applications
- Ability to travel throughout San Diego County and attend evening and weekend meetings and community events as needed. Must have access to reliable transportation, and if driving an automobile, a good driving record. Community Power reimburses mileage expense at the IRS mileage rate
- Must reside in San Diego County or be willing to relocate upon hire

Preferred Skills & Qualifications

- Proven track record of achieving strong community engagement results
- Written and verbal Spanish proficiency
- Ability to run public meetings in compliance with the California Ralph M. Brown Act
- Experience supervising and managing employees, interns and/or volunteers
- Experience tracking expenses and developing annual budget proposals

Education & Experience

Any combination of education and experience that would provide the above skills and qualifications is acceptable. Typical methods to obtain the required qualifications include:

A bachelor's degree from an accredited college or university in Communications, Public Administration, Public Policy, Political Science, Marketing, Sociology, Community Development, Urban Planning, Environmental Studies, or related field. Five (5) years of related experience in a professional setting, such as a nonprofit, corporate or public sector agency.

- Minimum two (2) years of experience managing people and/or leading work teams
- Experience working for a public agency is highly desirable.

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. Local travel required and reliable transportation to be able to attend Community Power events, meetings and workshops as needed is expected.

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's salary range is \$117,800 - \$159,000 with exact compensation to be determined by Community Power, depending on the candidate's experience.

Benefits

Standard benefits package include, but are not limited to:

Insurance: Community Power offers group health benefits, including medical, vision and dental insurance for eligible full-time employees. Community Power pays 100% of group health benefits, including medical, vision and dental insurance premiums for employees and dependents. Community Power also pays for a \$100,000 life and accidental death and dismemberment policy, short-term disability and long-term disability.

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: Community Power offers 11 holidays per year, plus a paid winter holiday (between December 24 and December 31); 160 hours of accrued paid time off (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 or by clicking "View Open Positions" on Community Power's "Careers" webpage: SDCommunityPower.org/Careers.

