



## **PUBLIC ENGAGEMENT REPRESENTATIVE (TEMPORARY)**

**SALARY:** \$24.00 HOURLY

**LOCATION:** SAN LUIS OBISPO - REMOTE WORK POTENTIAL BASED ON COVID-19 SITUATION

Monterey Bay Community Power (MBCP) is seeking a motivated individual to perform outreach and customer engagement for the upcoming enrollments of customers within San Luis Obispo and Santa Barbara counties into MBCP's Community Choice Energy program in early 2021. The ideal candidate will demonstrate initiative, attention to detail, strong communication skills, adaptability, and the ability to work cooperatively with various departments and community groups. Excellent interpersonal and communication skills are key qualities for success in this position. This is a non-benefited position with an estimated 1000 hours of work over the next 12 months.

### **Essential Duties and Responsibilities (including but not limited to):**

- Support and assist in implementing community outreach efforts to enhance MBCP's 2021 enrollment of 11 new communities in Monterey, San Luis Obispo, and Santa Barbara Counties.
- Expand residential customer participation and enrollment in MBCP by email, virtual workshops, on-site visits, and direct calling.
- Support the delivery of presentations to various community groups, residential communities, local organizations, public, and public agencies.
- Assist in public events (in-person or virtual) to distribute information about MBCP and interact with members of the public related to enrollment.
- Assist with the deployment of MBCP's specific outreach programs within San Luis Obispo and Santa Barbara counties.
- Support and process purchase requests and necessary materials for MBCP events, memberships, and sponsorships
- Other related duties as assigned.

**Minimum Qualifications:** A two-year degree or higher from an accredited college or university in communications, environmental planning, or a related field

**AND**

One year of experience in community outreach, public relations and/or events management. Experience working in a public utility and/or a CCA program is desirable.

**HOW TO APPLY:** To be considered for this exciting opportunity, please submit an application along with a detailed resume via the following link: <https://bit.ly/2PcAure>

To view the full job description, please visit the MBCP Careers Page via the address below:

<https://www.mbcommunitypower.org/careers/>

**DEADLINE TO APPLY:** Open until filled. First screening of applicants will occur on August 7, 2020.

**SELECTION PROCESS:** It is important to complete all required application materials. Applications will be reviewed in detail to identify the most qualified candidates to interview. One or more selection interviews will occur in August and it is desired that the successful candidate begin employment as soon as possible. If you require an accommodation during the selection process, please notify Mi Ra Park at [mpark@mbcp.org](mailto:mpark@mbcp.org).