Job Opening: Customer Center Events & Venue Operations Specialist

(bilingual English/Spanish preferred)

$28.85 - $48.08 per hour (Approximately $60,008 - $100,006 annually)

To apply, please email a cover letter, resume, and references as a single PDF to:
jobs@sonomacleanpower.org.

Are you ready to lead the charge in shaping the future of local clean energy? Join Sonoma Clean Power as a Customer Center Events & Venue Operations Specialist! Working closely with staff, partners, and community organizations, you'll ensure every event is well organized, welcoming, and aligned with SCP's commitment to outstanding customer service and community engagement.

About Sonoma Clean Power (SCP)

SCP is not just an electricity provider; we are a catalyst for change. We procure electricity from clean, renewable sources including solar, wind and geothermal. Our commitment to clean energy has made us a leader in the industry, and we've been providing an optional 100% local renewable source since 2014.

Summary Description

As the Customer Center Events & Engagement Specialist, you'll serve as the lead coordinator for events and activities at SCP's Customer Center. You'll oversee event planning, scheduling, logistics, vendor coordination, audiovisual support, and onsite operations to ensure successful experiences for customers, community members, partners, and staff.

The ideal candidate will have strong event coordination and customer service skills, excellent organization and problem-solving abilities, and experience managing multiple priorities in a fast-paced environment. A minimum of three (3) years of relevant experience in event coordination, venue operations, hospitality, conference services, community programming, or a related field is required. Spanish language proficiency is preferred.

Visit www.sonomacleanpower.org to learn more about SCP.

For full details on the position and directions on how to apply:
https://sonomacleanpower.org/job-opportunities

THE SONOMA CLEAN POWER AUTHORITY IS AN EEO/ADA EMPLOYER