



Distributed Sun (DSUN), developer of the nation's largest community solar portfolio in 2018, winner of the 2018 Telly Award, the 2019 MERC Challenge, and nominated for Intersolar's Most Outstanding Project for 2018, seeks a Marketing Assistant to help with key branding and messaging for the Company.

Job Title: Marketing Assistant

The Marketing Assistant is a multi-talented individual with the ability to create message content that supports the sales and marketing activities of the company. This individual possesses strong graphic design skills enabling the creation of collateral supporting messaging including print, online, marketing brochures, display graphics, advanced video editing and special projects. The Creative Marketing Assistant will also be involved in overall marketing strategy and support creation of presentations addressing specific market opportunities. This individual will coordinate company presence at conventions, annual summits and meeting, trade associations and seminars.

Background Requirements

- 3+ years of creative development and general digital marketing experience
- Demonstrated success in social media marketing required
- Hands-on experience in creative process, marketing, and graphic design
- Experience executing web and email designs
- Excellent working knowledge with software such as Photoshop, Illustrator, InDesign, WordPress, PowerPoint, etc.
- Exceptional communication skills with reference writings
- A superior design aesthetic with training in the works of Edward Tufte or similar
- Ability to manage several simultaneous projects
- Experience in the energy industry a plus

Distributed Sun

- Competitive pay
- Incentive bonus and stock option plans
- 401(k) retirement savings plan with match
- Medical and dental insurance plans with flexible spending account option
- Flexible paid time off policy and paid holidays

Equal Opportunity Employer

Equal Opportunity is Distributed Sun LLC policy. Neither the Company nor any employee of the Company will discriminate against an employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, personal appearance, sexual orientation, family responsibilities, matriculation, veteran status or political affiliation. Discrimination, harassment or retaliation based on these factors or any other legally protected class is against the law and against Company policy.

Distributed Sun seeks to ensure that each employee is free from discrimination and harassment in the terms and conditions of employment. The Company has a zero-tolerance policy towards discrimination or harassment based on the factors described above, and no form of such discrimination or harassment toward any employee, client, contractor, or other person in our workplace will be tolerated. This policy applies to all employment



practices and personnel actions including but not limited to advertising, recruitment, testing, screening, hiring, selection for training, upgrading, transfer, demotion, layoff, termination, rates of pay, and other forms of compensation or overtime.

Disability Accommodation

Distributed Sun LLC will provide reasonable accommodation to the known disabilities of any applicant or employee, if such accommodation i) is required in order for the applicant to be able to complete the application process or for the employee to perform the essential functions of the employee's job and ii) the accommodation would not cause undue hardship on the Company. Distributed Sun LLC may request medical documentation and information about any disabilities of our employees in order to best understand and accommodate them, as well as information about reasonable accommodation.

Distributed Sun LLC is also committed to not discriminating against any qualified employees or applicants because they are related to or associated with a person with a disability.