



Power Contracts and Industry Restructuring Manager

Roseville, CA

Salary Range: \$76.00 – \$96.00 (USD) Hourly

Final Filing Date: Continuous until filled, first review of applications will be on September 7, 2018.

The Power Contracts and Industry Restructuring Manager directs the evaluation, design and implementation of strategies and goals to pursue members' interests in attaining and maintaining necessary interconnection and generation arrangements within the restructured utility industry, develops and administers applicable Agency contracts, serves as an advocate and representative of members' strategic interests in multiple venues, and manages business development activities. Responsibilities include direction, development and authorization of regulatory filings made on behalf of NCPA members and generation owners; direction of contract development and administration, maintenance and revision activities required to support member interconnection and generation supply needs; represents members' strategic interests in multiple venues, including the California Independent System Operator (CAISO), the Federal Energy Regulatory Commission (FERC), the Transmission Agency of Northern California (TANC), and the Western Area Power Administration (Western); and manages budget and organizational responsibility for programmatic areas and staff within assigned area of responsibility.

Essential Duties and Responsibilities include the following:

This position is responsible to perform the following; other duties may be assigned:

1. Develop program goals and objectives, and manage program activities and budgets for the Industry Restructuring group.
2. Direct and manage the Agency's regulatory programs supporting the needs of generation owners and members, including:

- a. Directing and managing the activities of outside regulatory counsel, in coordination with NCPA's General Counsel.
 - b. Interacting with FERC representatives in order to advance or defend NCPA's position on Interconnection Agreements, Regulatory Rate Proceedings, Regulatory Investigations, and/or industry restructuring activities.
 - c. Coordinating the Agency's regulatory program with outside agencies, including the California Municipal Utility Association (CMUA), Southern California Public Power Authority (SCPPA), Western, the Bureau of Reclamation (BOR), and TANC.
 - d. Reviewing and coordinating legal instructions, responses, pleadings, and/or protests in response to regulatory filings at the State and Federal level.
 - e. Coordinating the Agency's participation and communications associated with operations under the CAISO Tariff and operating procedures.
 - f. Assigning staff and/or coordinating Agency participation in California Public Utility Commission (CPUC), FERC and CAISO workshops/meetings to advance Agency's interests.
3. Direct and manage the development, maintenance, administration and revision of contracts required to support member interconnection and generation supply needs, the Agency and member participation in wholesale energy markets, and contracts used for purchasing and selling energy, capacity, and energy related products, including the following contracts:
- a. Pooling Agreement
 - b. Metered Subsystem Aggregator Agreement
 - c. Scheduling Coordination Program Agreement
 - d. Market Purchase Program Agreement
 - e. Natural Gas Program Agreement
 - f. Power Management and Administrative Services Agreement
 - g. Single Member Services Agreements
 - h. Interconnection Agreements
 - i. Facilities Agreement
 - j. Project Third Phase Agreements
 - k. Member Related Agreements
 - l. Energy Procurement Agreements
 - m. Balancing Authority Area Agreements
 - n. Western Agreements
 - o. TANC Agreements
4. Direct and manage the development of contract tracking and monitoring systems to ensure that contract version control principles are implemented and that contract obligations are met.

5. Supervise, evaluate and develop assigned staff goals and responsibilities. Coordinate the development of subject matter expertise within assigned staff.
6. Coordinate with other Agency business unit staff to ensure alignment between contractual obligations and operating practices.
7. Communicate with membership to assure that strategies, and plans are being developed which support member goals and interests.
8. Prepare presentations for Agency committees (e.g., Facilities Committee and Pooling Committee), Commission and/or City Council approval.
9. Participate on Agency's Internal Risk Oversight Committee.
10. Ensure industry restructuring activities and interconnection agreement modifications are communicated to staff within Agency requiring the information.
11. Coordinate and direct business development activities on behalf of the Power Management Department, including development of formal responses to service inquires and customer outreach, and active management of customer program requirements.
12. Direct, manage and coordinate integration of Agency, member, and non-member services agreement loads and resources into Agency dispatch, scheduling, transactional and settlement infrastructure, in coordination with other Agency departments.
13. Direct, manage and coordinate integration of industry restructuring changes into NCPA's business systems and procedures, including changes associated with amendments and revisions to the CAISO Tariff and Business Practice Manuals (BPM), and identify impacts to Agency dispatch, scheduling, transactional and settlement infrastructure, in coordination with other Agency departments.

Supervisory Responsibilities:

Supervises employees in the Industry Restructuring department.

Competencies:

To perform the job successfully, an individual should demonstrate the following competencies:

Analytical - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement data; Designs work flows and procedures.

Design - Generates creative solutions; Translates concepts and information into images; Uses feedback to modify designs; Applies design principles; Demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.

Project Management - Develops project plans; Coordinates projects; Communicates changes and progress; Completes projects on time and budget; Manages project team activities.

Customer Service - Manages difficult or emotional customer situations; Responds promptly to customer needs; Anticipates customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.

Interpersonal Skills - Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Keeps emotions under control; Remains open minded to others' ideas and proposals.

Oral Communication - Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings.

Written Communication - Writes clearly and informatively; Edits work for spelling and grammar; Varies writing style to meet needs; Presents numerical data effectively; Able to read and interpret written information.

Visionary Leadership - Displays passion and optimism; Inspires respect and trust; Mobilizes others to fulfill the Agency's and department's vision; Provides vision and inspiration to peers and subordinates.

Change Management - Develops workable implementation plans; Communicates changes effectively; Builds commitment and overcomes resistance; Prepares and supports those affected by change; Monitors transition and evaluates results.

Delegation - Delegates work assignments; Matches the responsibility to the person; Gives authority to work independently; Sets expectations and monitors delegated activities; Provides recognition for results.

Leadership - Exhibits confidence in self and others; Inspires and motivates others to perform well; Effectively influences actions and opinions of others; Accepts feedback from others; Gives appropriate recognition to others.

Managing People - Includes staff in planning, decision-making, facilitating and process improvement; Takes responsibility for subordinates' activities; Makes self available to staff; Provides regular performance feedback; Develops subordinates' skills and encourages growth; Solicits and applies customer feedback (internal and external); Fosters quality focus in others; Improves processes, products and services; Continually works to improve supervisory skills; Engages staff in development of career plans.

Business Acumen - Understands business implications of decisions; Displays orientation to profitability and value added outcomes; Demonstrates knowledge of markets and competition; Aligns work with strategic goals.

Cost Consciousness - Works within approved budget; Develops and implements cost saving measures; Contributes to profits and revenue; Conserves organizational resources.

Diversity - Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.

Ethics - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.

Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time; Supports organization's goals and values; Benefits organization through outside activities; Supports affirmative action and respects diversity.

Judgement - Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.

Motivation - Sets and achieves challenging goals; Demonstrates persistence and overcomes obstacles; Measures self against standard of excellence; Takes calculated risks to accomplish goals.

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently; Plans for additional resources; Sets goals and objectives; Organizes or schedules other people and their tasks; Develops realistic action plans.

Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

Quantity - Meets productivity standards; Completes work in timely manner; Strives to increase productivity; Works quickly and effectively.

Safety and Security - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

Adaptability - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.

Attendance/Punctuality - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.

Initiative - Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.

Innovation - Displays original thinking and creativity; Meets challenges with resourcefulness; Generates suggestions for improving work; Develops innovative approaches and ideas; Presents ideas and information in a manner that gets others' attention.

Education and/or Experience:

Bachelor's Degree and/or advanced degree in Engineering, Business Administration, Economics, Law or other related area and 8-10 years related experience and/or training; or equivalent combination of education and experience where advanced degrees (Masters, Doctorate) may substitute for equivalent years of experience. Demonstrated experience in electric utility industry with regulatory filings and agencies such as FERC, CPUC, CAISO and Western; along with utility contract experience is required. Prior supervisory experience is preferred.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Regular attendance at the office is required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills:

Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, members, customers, public groups, and/or boards of directors.

Mathematical Skills:

Ability to work with mathematical concepts such as probability and statistical inference, and modern algebra. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability:

Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems. Ability to deal with nonverbal symbolism (formulas, scientific equations, graphs, etc.) in its most difficult phases. Ability to deal with a variety of abstract and concrete variables.

Computer Skills:

To perform this job successfully, an individual must be proficient in personal computer skills including electronic mail, recordkeeping, and knowledge of database software (including querying database information using SQL), Internet software, word processing, and spreadsheet software.

Certificates, Licenses, Registrations:

Valid California Driver's License and insurance.

Other Skills and Abilities:

Ability to: maintain effective working relations with a wide range of contacts, lead diverse groups in the pursuit of common goals and objectives, educate and influence representatives in the electrical industry, speak in public before small and large groups, building consensus and mutual support, interpret and analyze legislation and technical management reports, evaluate and recommend business and political strategies.

Other Qualifications:

Must be able to travel by car or plane to locations within the USA.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee must occasionally lift and/or move up to 10 pounds. Specific

vision abilities required by this job include distance vision and ability to adjust focus. Must be able to view monitor, use keyboard, and drive a car.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet to moderate.

EOE