



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

POWER COMPLIANCE & PROGRAMS UNIT MANAGER

Group-Section: Water System Operations – Power Operations & Planning	FLSA Status: Exempt Bargaining Unit: MAPA	Salary Grade: 68 Job #: UM040
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JOB SUMMARY

Responsible for leading and coordinating Metropolitan’s power operations planning and compliance programs. Areas of responsibility include ensuring compliance with North American Electric Reliability Corporation (NERC) Critical Infrastructure Protection (CIP) Standards and Operations and Planning (O&P) Standards; directing Metropolitan’s participation in the California Independent System Operator’s (CAISO’s) annual Transmission Planning Process (TPP); and developing, negotiating, and maintaining contracts with transmission services providers, regulatory agencies, federal hydropower agencies, and other power industry entities.

OVERSIGHT

Oversight Received: Receives direction from the Section Manager, Assistant Group Manager, and Group Manager

Oversight Given: Manages and supervises a staff of managers, professionals, technicians, paraprofessionals, and administrative support.

JOB DUTIES

1. Manages all activities related to power operations compliance including leading an organization-wide, cross-functional, NERC reliability compliance program based on industry best practices. Develops and implements compliance goals and objectives, policies, priorities, and metrics.
2. Leads power initiatives across multiple Groups and Sections to address organizational, cultural, and process improvements related to NERC compliance and other relevant regulatory compliance objectives.
3. Collaborates with internal partners to develop and implement power compliance-related practices and procedures, including business process flows, controls and documentation, and training.
4. Provides technical review and input on energy-related initiatives and programs, to ensure that power operations and compliance considerations are addressed. Contributes to administrative and financial strategies on energy-related programs to meet regulatory compliance objectives.
5. Manages short- and long-term planning for the operations of electric transmission systems; oversees the CAISO TPP, Annual Transmission Reliability Assessment (ATRA), and other related efforts; provides technical engineering and administrative expertise; reviews and reports on the status of analyses; reviews for quality, alignment with goals and expectations, and project deliverables.
6. Oversees the negotiation, approval, and maintenance of interconnection, services, energy, capacity, and other contracts and agreements as they pertain to Metropolitan’s energy

systems including, but not limited to, the bulk electric transmission system, hydroelectric power plants, solar generating plants, bulk energy storage systems (BESS), or other facilities that carry, generate, or store electrical energy.

7. Establishes and maintains effective communications and relationships with major entities as they pertain to Metropolitan's transmission system including, but not limited to, the Department of Water Resources, State Water Contractors, US Bureau of Reclamation (USBR), NERC, Western Area Power Administration (WAPA), Western Electricity Coordinating Council (WECC) and California Independent System Operator (CAISO).
8. Manages and directs preparation of project reports, technical papers, board letters, and presentations to a variety of audiences including Metropolitan's Board of Directors, executive management, member and other external agencies, and professional organizations. Represents Metropolitan on various energy committees and organizations.
9. Oversees preparation of the unit/team budget; participates in the forecast of funds needed for staffing, supplies, materials, and other planned expenditures; monitors and approves expenditures; implements adjustments and authorizes purchases.
10. Evaluates and approves bids for consultants and service contracts, oversees development and administration of professional services agreements; monitors consultant performance; and approves payments.
11. Selects and assigns staff ensuring compliance with all hiring and promotion policies and procedures; responds to employee grievances and concerns; coaches and mentors employees; prepares, reviews, and approves performance evaluations; identifies employee development and training requirements; and develops staff recognition programs.
12. Supports other operations and planning functions of the Unit, as well as other teams and functions within the Section and Group as needed.
13. Represents Section Manager in his/her absence as appointed by the Assistant Group Manager or Group Manager.
14. Perform other related duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: Bachelor's degree from an accredited college or university and twelve years of increasingly responsible relevant experience, of which four years must have been in a management or supervisory position; or an advanced degree from an accredited college or university and ten years of increasingly responsible relevant experience, of which four years must have been in a management or supervisory position.

Required Knowledge of: Electrical engineering principles; electric load flow modeling techniques, practices, and standard industry software packages; FERC, NERC, WECC and CAISO and other related power industry organization requirements, regulations, and practices; regional

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Adopted: 07/2/21

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and national energy entities and respective responsibilities; current business and organizational management theories and practices; public sector personnel practices and regulations; financial and budgeting practices and procedures; management and supervisory concepts and techniques; team building; budgetary concepts and procedures; relevant federal, state, and local laws; project management; contract administration; trends and emerging technologies of bulk electric systems and markets; and emergency response procedures.

Required Skills and Abilities to: Manage complex electrical engineering projects, including those involving reliability standards. Manage a diverse work force; plan, organize, and review the work of subordinates; review work products for detail and adherence to guidelines; encourage and facilitate cooperation; mentor, develop, and motivate staff; determine training needs of staff; exercise judgment and discretion; interpret and analyze results; communicate orally and in writing on administrative and technical topics; represent Metropolitan in negotiations or development of joint projects with external organizations; establish and maintain collaborative working relationships with all levels within the organization, other agencies, and vendors; and use business applications such as word processing and spreadsheets.

CERTIFICATES, LICENSES, AND REGISTRATIONS REQUIREMENTS

Certificates

- None

Licenses

- Valid California Class C Driver License that allows you to drive in the course of your employment

Registrations

- None

DESIRABLE QUALIFICATIONS

- Advanced degree in Electrical Engineering and Professional Engineer's certification.
- Knowledge of regional and national energy entities and respective responsibilities.
- Knowledge of power markets, Resource Adequacy and Reliability Must Run (RMR) capacity markets, and utility economics and production cost modeling practices.
- Understanding of hydroelectric generation operation and scheduling.
- Experience in contract negotiation, administration, and maintenance, especially with regards to electric energy transactions, transmission interconnections, or other transmission service agreements.

PHYSICAL DEMANDS/WORK ENVIRONMENT/VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered 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.

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Physical Demands: The work is sedentary. Typically, the employee may sit comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items such as paper, books, or small parts; driving an automobile, etc. No special physical demands are required to perform the work.

Work Environment: The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated. May travel to various sites requiring overnight stay.

Vision Requirements: No special vision requirements.