



DIRECTOR, PLANNING & ANALYTICS

\$240,000 - \$310,000 annually

SUMMARY DESCRIPTION

Sonoma Clean Power is a public power agency that focuses on the hard problems in California's electric sector: advocating for new state methods of transmission planning, fighting for lower electric delivery rates, and building the next generation of clean, reliable resources. The Director of Planning & Analytics is a senior member of SCP's leadership team and a key strategic partner to the CEO, CFO, COO, and CSO, providing the analyses and forecasts that shape SCP's long-term direction.

The individual working in this position will be responsible for developing and directing the systems and processes, managing one and possibly two data analytics professionals and directing those personnel to prepare effective and prudent long-term SCP resource plans that meet SCP customer load requirements and Board-established resource policies. They are also responsible for all aspects of SCP's data including forecasting energy sales, demand, electric revenues, and power costs. Other responsibilities include overseeing and conducting analytical support, data analytics for all SCP departments, responding to data requests from regulators and CalCCA, and overseeing completion of various compliance filings. Finally, this individual will be responsible for developing and maintaining SCP's in-house data infrastructure, including databases, data integration flows, business intelligence tools, and the creation/implementation of an in-house CRM or managing outside consultant(s) to do the same.

REPORTING AND SUPERVISION

Direct supervision is received from the Chief Financial Officer. This position supervises and develops department staff and may provide direction to outside consultants.

The FLSA classification of this position is Exempt.

ESSENTIAL JOB FUNCTIONS

These job functions, in general terms, describe the type and level of work performed as well as the responsibilities of employees hired for this position. Management reserves the right to add, modify, change, or rescind the work assignments of any position and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

The Director of Planning & Analytics will, as a self-contributor and team lead:

- Continuously develop SCP's Resource Plan.
- Forecast electric energy and demand (day ahead, month ahead, annual, long-term).
- Contribute to SCP's financial planning.
- Provide revenue and cost budget input.

- Provide market valuation of candidate energy contracts for Procurement, including stress testing value across ranges of uncertainty.
- Develop and maintain SCP's in-house data infrastructure, including databases, data integration flows, business intelligence tools, and a CRM either with outside vendors/consultants or through internal staff.
- Provide data analytics support and oversee tool development for Power Procurement, Customer Energy Solutions, Regulatory and Compliance, Customer Service and Marketing.
- Provide data analysis to CEO, CFO, COO and CSO.
- Serve as a strategic advisor to SCP's executive team, translating data and forecasts into recommendations on procurement, financial planning, and long-term direction.
- Contribute analytical support to SCP's policy and advocacy work, including efforts to reform state transmission planning and lower electric delivery rates.
- Oversee completion of compliance filings related to SCP's load or Resource Plan, including IRP, RPS Procurement Plan, Resource Adequacy forecasts, and Integrated Energy Policy Report forecasts.
- Understand and adhere to the Personnel Rules and Policies of SCP.
- Perform related duties and responsibilities as required.

DESIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge and skills:

- Deep understanding of the California electric industry.
- Knowledge of regulatory requirements for resource planning.
- Knowledge of electric generation resources and capabilities.
- Knowledge of electric power procurement, markets and contracting.
- Knowledge of electric storage technologies and capabilities.
- Knowledge of regulatory rules around energy, capacity, transmission, storage, and demand response.
- Knowledge of electric energy and demand forecasting techniques.
- Understanding of resource planning processes.
- Knowledge of Resource Adequacy and Renewable Portfolio Standard rules and reporting requirements.
- Understanding of the CEC Power Source Disclosure program.
- Experience in data analysis.

- General understanding of electric market rules and regulations (FERC, CAISO, CEC, CPUC, etc.).
- Experience in utility ratemaking a plus.
- Experience with the development and maintenance of data infrastructure, including databases, data integration flows, business intelligence tools, and a CRM a plus.
- General understanding of the mission, goals, policies and purposes of SCP.
- General knowledge of office procedures, methods, equipment and computers, including software applications such as Word, PowerPoint, Outlook, etc..
- Advanced level knowledge of SQL, Excel, programming software(s) (e.g. Python), web development, and artificial intelligence.

Ability to:

- Think strategically regarding power markets, forecasting, and financial planning with an understanding of customer rate setting preferred.
- Write technical documents in support of resource planning, regulatory filings, and compliance filings.
- Analyze highly technical data.
- Create, maintain and utilize power forecasts.
- Communicate verbal and written ideas clearly and logically.
- Work independently, using good judgment and initiative in carrying out assignments; set goals and priorities and carry out multiple assignments concurrently.
- Think critically and strategically; properly interpret and make decisions in accordance with applicable SCP goals, policies, and strategic plans.
- Manage highly technical staff.
- Develop customer rates and tariffs and advise on rate design a plus.

REQUIRED QUALIFICATIONS

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: A Bachelor's degree from an accredited college or university with major course work in statistics, math, engineering, energy or business, **AND**,

Experience: A minimum of ten (10) years of business experience with at least five (5) years contributing to electric utility resource plans and electric energy and demand forecasting.

PHYSICAL AND WORKING CONDITIONS

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

Environment: Varied environments ranging from normal office environment with exposure to computer screens to public-facing retail/marketplace environment. Work may be performed at public events (fairs, business-to-business events, meeting rooms, farmers markets, etc.) with moderate noise. The noise level in the work environment is usually typical of an office environment. Public events could include loud music or amplified voices.

Physical: While performing the duties of this class, employees are regularly required to sit, walk, and stand; talk or hear, in person and by telephone; use hands repetitively to handle, feel or operate audio/visual and standard office equipment; reach with hands and arms. Employees are occasionally required to walk and stand for prolonged periods; stoop, bend, kneel, and twist; lift up to 20 pounds. Employees must be able to communicate in person, in writing, by telephone, and represent SCP in various settings, with management, coworkers, vendors, consultants, and the public.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Mental: While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret situations; learn and apply new information or skills; perform highly detailed work; work on multiple concurrent tasks; work with frequent interruptions; work under intensive deadlines; interact with Authority managers, Board, staff, vendors, the public and others encountered in the course of work.

SCP actively works to provide an inclusive work environment, where people of different ethnicities, national origins, native languages, races, skin colors, sexes, genders, sexual orientations, ages, physical abilities, genetics, politics, religion, financial wealth, and education feel welcome, safe, and invited to fully participate at every level. SCP further seeks to contribute to a more inclusive and equitable society through our actions, our communication, our policies, and our investments. SCP expects all its employees to contribute to these goals.

**SONOMA CLEAN POWER IS AN EQUAL EMPLOYMENT OPPORTUNITY
(EEO)/ AND AMERICAN DISABILITIES ACT (ADA) EMPLOYER**