



Job Announcement  
Risk and Regulatory Compliance Officer  
Salary Range: \$100,000 - \$ 125,000 (annual)

Us: Changing the way California uses energy by focusing on decarbonizing and electrifying buildings and transportation, inventing ways to reduce reliance on natural gas, and moving towards 100% renewable energy by designing tools to back up solar and wind.

You: Ready to support the transition to affordable, reliable, zero-carbon energy for all purposes. Enjoy working closely with a small, hard-working and amazing team in a beautiful part of Northern California. Excited to defend our customer's rights at the CPUC and beyond.

Sonoma Clean Power is recruiting a full-time Risk and Regulatory Compliance Officer to work in its Santa Rosa headquarters. As a "community choice aggregator" under California law, SCP is the public electricity provider for Sonoma and Mendocino counties. SCP provides its customers with the option of using cleaner electricity at competitive rates, from sources like solar, wind, geothermal and hydropower. SCP is a joint powers authority, independently run by an 11-member Board of Directors appointed by the participating cities of Cloverdale, Cotati, Fort Bragg, Petaluma, Point Arena, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, Willits, Windsor, and the counties of Sonoma and Mendocino. For more information about SCP and to apply, visit <https://sonomacleanpower.org>.

*This class specification indicates, in general terms, the type and level of work performed as well as the responsibilities of employees in this classification. The job functions described are not to be interpreted as being all-inclusive to any specific employee.*

## SUMMARY DESCRIPTION

This position will work closely with Sonoma Clean Power leadership and staff in some or all functions related to market monitoring, risk oversight, compliance and regulatory planning and advocacy. The individual in this position will develop significant subject matter expertise in SCP's compliance obligations, with focus on filings at the California Public Utilities Commission (CPUC), California Energy Commission (CEC), and the CAISO. This position will also work closely with the Power Services Team to analyze and organize data used for filings, surveys, data requests and public requests. In addition, this position will also assist with improvements to SCP's internal risk oversight documentation, compliance processes and recommending risk thresholds and policies, with emphasis on consistency with external and internal requirements applicable to all SCP lines of business.

Qualified candidates must be able to autonomously and creatively explore and develop novel solutions to issues facing SCP as a new load-serving entity (LSE), to allow SCP to meet its core mandates of reducing greenhouse gas emissions, while maintaining competitive and stable electric rates, supporting local Sonoma and Mendocino County economic development, and meeting SCP's obligations under various legislative and regulatory mandates (including RPS, RA, IRP, and Energy Storage, among others). This position will work closely with other energy professionals in developing coalitions for risk and regulatory positions by CalCCA.

## REPORTING AND SUPERVISION

This position will report to the General Counsel but also must work closely with the Directors of Regulatory Affairs and Power Services. This position may exercise functional and technical supervision over assigned administrative staff.

## EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

*Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of their jobs. Responsibilities may change over time as SCP grows and develops as an organization.*

*The Risk and Regulatory Compliance Officer will:*

- Manage and ensure the accuracy and timely completion and filing of all mandatory compliance obligations with organizations such as the CAISO, CPUC, CEC, FERC, DOE, CARB, WREGIS, EPA and others.

- Have the ability to research, interpret and execute on regulatory direction (Agency rulings, decisions and other requests) in order to ensure SCP's compliance with a dynamic range of compliance requirements at the federal, state and local levels.
- Work closely with the Power Services Team to aggregate, review, and submit compliance and regulatory filings, including responses to data requests, public records act requests and other related requests for information.
- Evaluate and make recommendations for improving SCP's internal processes for proactively addressing risk and meeting external and internal regulatory and legal compliance obligations.
- As requested, monitor compliance of SCP and SCP staff with other legal requirements, internal SCP policies and procedures, and project manage and/or perform routine reporting related to the same.
- Establish SCP as a leader in risk management and compliance, including thorough development of best practices in this area that can serve as a model to other LSEs.
- Evaluate regulatory proposals related to compliance to assess the impact on SCP, help develop positions on regulatory issues, and develop analyses, written reports, and presentation materials to support SCP's positions.
- Analyze and interpret regulatory decisions, rulings, and directives as well as proposed legislation to determine any impact on SCP's compliance activities, reporting, procurement autonomy or other similar topics.
- Develop a deep understanding of California's Renewable Portfolio Standard, Integrated Resource Plan, Resource Adequacy Requirements, Power Content Label, and Power Source Disclosure Program filings.
- Be responsible for leading the third party GHG Inventory verification.
- As requested, work on short deadlines with highly technical information to assist with efforts to gather SCP-specific data to support SCP's regulatory and legislative lobbying efforts.
- Serve as Risk Officer and perform middle-office functions, including in a primary independent oversight role. Risk Officer duties include evaluation and reporting on portfolio exposure, transaction compliance and ongoing approval of counterparties and transacting limits. Other duties may include ensuring compliance with SCP policies, guidelines, and procedures and as needed, convening internal working groups and risk oversight committees to evaluate, assess and report on the same.

- Serve as a lead in representing SCP in ongoing proceedings, workshops and industry meetings to develop a cohesive plan when developing comments, presentations and testimony. Must be able to work closely with regulatory staff across various agencies.

## DESIRED QUALIFICATIONS

- An understanding of the mission, goals, policies and purposes of SCP.
- Willingness to develop relationships with compliance and regulatory staff, and other relevant stakeholders.
- Ability to work effectively with regulatory agencies, legislative representatives and staff.
- Understanding of the California energy industry and electric power markets, including organizations such as the CAISO, CPUC, CEC and CARB.
- Ability to judge when it is appropriate to engage outside counsel or other experts to aid in interpreting rules or as part of the compliance process.
- Ability to analyze and interpret large amounts of information quickly, accurately, and make sound policy recommendations.
- Excellent verbal and written communications skills, including the ability to synthesize and communicate complex topics to technical and non-technical audiences. Ability to deliver clear and persuasive oral arguments.
- Understanding of California's Community Choice Aggregation (CCA) model.
- Demonstrated ability to work independently on projects with limited input and oversight.
- Ability to think critically and strategically; properly interpret and make decisions in accordance with applicable SCP goals, policies, and strategic plans.
- Passion for sustainability, collaboration, transparency, and excellence.
- Understanding of contract management best practices.
- Strong quantitative skills, including expertise with Microsoft Office and data analytics tools.
- Ability to read/write/speak Spanish is a plus.

## REQUIRED QUALIFICATIONS Experience and Education Guidelines

Any combination of experience, education and training evidencing the acquisition of knowledge and skills necessary to carry out essential job functions and responsibilities is qualifying. A typical way to obtain the requisite knowledge and skills would be:

### Education:

A minimum of a bachelor's degree (or equivalent) from an accredited college or university. Advanced degree preferred. AND,

Experience: Five (5) years of increasingly responsible, relevant compliance and energy work experience.

License: Possession of a valid Class C California driver's license and a satisfactory driving record at the time of hire.

## 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

Normal office environment with exposure to computer screens. Employees will interact with staff and/or public and private representatives in interpreting and enforcing the Authority's policies and procedures. Some travel is required.

### 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; reach with hands and arms. Employees are occasionally required to walk, and stand for prolonged periods; stoop, bend, kneel and twist; and may lift up to 20 pounds. Employees must be able to communicate in person, in writing, and by telephone with Board members, management, coworkers, vendors, consultants, and with the public in face-to-face, one-to-one, and group settings. Position requires the ability to frequently travel to relevant California locations to meet with state agencies and law makers.

### 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.

#### 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.

***THE SONOMA CLEAN POWER AUTHORITY IS AN EEO/ADA EMPLOYER***