



Public Utility District No. 1 of Pend Oreille County

An Equal Opportunity Employer

Energy Resources Manager

Department/Location:	Finance/Newport	FLSA Status:	Exempt
Reports to:	Director of Finance	Grade:	13
Supervises:	Power Supply Specialist	Revision Date:	10/20/22

Job Description

The Energy Resources Manager is responsible for managing integrated resource planning, maintaining planning models; acquiring and/or selling long-term resources; optimizing the long-term resource portfolio; rates analysis and design; influencing regional and regulatory matters to protect or enhance the District's portfolio value; and handling wholesale and large retail contract negotiations, implementation and administration. This position is also responsible for daily and monthly power supply operations, strategy development, power supply cost management and evolution and growth of the power supply department.

Essential Functions:

- Manage the optimization of District owned and contracted resources including BPA Block and associated Net Requirements process. Manage and optimize the value of District generating facilities, transmission contracts, and Purchase Power Agreements through the life of the associated agreement.
- Provide direction and oversight on a variety of preschedule and real time trading functions, including resource forecasting, transmission strategy, resource optimization, Renewable Energy Credits (RECs) and carbon attributes, portfolio hedging strategy and compliance, NERC and FERC compliance, energy portfolio budget and long-term financial planning.
- Oversee all aspects of power resource and customer load planning in addition to price forecasting for wholesale electricity markets. Responsible to oversee resource planning activities including annual and periodic Integrated Resource Plans and associated updates.
- Responsible to ensure the Utility's compliance with laws and regulations pertaining to rate-setting, required reporting and records management and, compliance with renewable portfolio requirements.
- Monitor prevailing power market indicators, emerging regulatory standards, and legislation to identify potential impacts to the District's trading activities. Direct the development of cost of service models for electricity generation and delivery, and oversee subsequent associated retail product and service pricing activities. Present and translate analysis and recommend adjustments to retail rate design strategies and structures to the Board and the public.



Public Utility District No. 1 of Pend Oreille County

An Equal Opportunity Employer

Energy Resources Manager

- Actively participate nationally and regionally with industry peers and professional associations for the purpose of understanding emerging trends and anticipating and responding to critical changes and opportunities. Monitor national and regional legislation and participate with other industry associations, partners and stakeholders to influence developments which are in the District's best interests.
- Negotiate and manage contracts for the purchase, sale and transmission of power between the District and BPA, Avista and/or other utilities and marketers.
- Initiate short-term agreements for sale, purchase or exchange of power with Northwest utilities, operating within financial and risk management criteria.
- Maintain current knowledge of the NERC reliability standards. Direct and oversee all power supply regulatory matters. Act as the subject matter expert.
- Direct staff to properly manage and schedule loads and contractual and physical resources. Insure that the District receives all contracted benefits and meets all contractual obligations.
- Create, implement and maintain studies and the development of strategies for short and long-term operating decisions and planning, including timely reporting and filing of all information required of FERC, PNC, BPA, PNCA, PNUCC, DOE, etc.
- Oversee power supply operations. Direct daily and monthly power supply operations insuring the District's loads and resources are being properly reported, and that trends and risks are timely identified and communicated.
- Direct and oversee power scheduling activities performed by the Power Supply Specialist and serve as a back-up scheduler when necessary.
- Develop and oversee a risk mitigation contingency plan that specifically addresses regulatory changes.
- Participate in general District-wide strategic planning and leadership activities.
- Other duties as assigned.

Other Duties:

- Must work directly or indirectly with District customers on a regular, ongoing basis. Must provide a high level of professional, prompt, efficient, accurate, courteous, and reliable service in such a manner as to reflect favorably on the District and to ensure high quality service to District customers.
- Understand and demonstrate a commitment to the P. U. D.'s mission, vision, core values, and strategic plan.
- Adhere to all safety policies and procedures. Promote a safe work environment for all employees, contractors, and customers, in order to ensure a reliable workforce and an educated community.



Public Utility District No. 1 of Pend Oreille County

An Equal Opportunity Employer

Energy Resources Manager

- Be respectful of all employees and customers, listening to their requests and understanding their needs.
- Act as a responsible steward of public assets and trust. Foster open and honest communications, listen, and understand other perspectives.
- Foster teamwork and promote unity of the District and its departments.
- Perform other duties as assigned.

Education, Experience, & Training Required

- Bachelor's degree in engineering, business, mathematics, accounting or related field and at least five years of progressive experience in the power/utility industry, reflecting an increasing scope of knowledge and responsibilities around power marketing, energy trading, risk management and/or closely related activities within a utility setting.
- A thorough knowledge of the electric utility industry, business and operations and understanding of FERC, NERC, BPA and state regulatory requirements and issues is necessary. Interpersonal skills including clear and concise communication both in writing and verbally.
- Working knowledge of Microsoft software such as Excel, Word, and Outlook.
- Thorough knowledge of electric utility operations.
- Demonstrated ability to communicate and work effectively with all levels of the organization and outside agencies; use independent and discretionary judgment; manage confidential information. The ability to evaluate interrelated systems, and integrate the District's operations with outside utilities and power agencies. Is meticulous and detail oriented.
- Ability to use independent and discretionary judgment; manage confidential information.

Other requirements if box is checked

- Valid driver license
- CDL Endorsement
- Professional license or registration
- Post-offer drug test
- Post-offer background check
- Apprenticeship or other education/training required as a condition of employment, progression or advancement

Physical Requirements



Public Utility District No. 1 of Pend Oreille County
An Equal Opportunity Employer

Energy Resources Manager

- Most working time is sedentary in nature, or standing/walking primarily in a controlled office environment. Occasional trips to other District work sites and other locations for project work, meetings, training, etc.
- Frequent use of a computer and exposure to terminal screens.
- Frequent repetitive hand/wrist motions and finger manipulation.
- Frequently handle material of moderate weight, up to 15 pounds and occasionally 25 pounds.
- There is occasional exposure to hazards or risk of injury that are primarily protected against or predictable.
- Typically requires use of one of more senses of medium intensity and long duration.
- Under regular pressure to meet deadlines, perform tasks with a high degree of accuracy, process a large volume of work and resolve issues related to business needs of the District.

Approvals:

_____	_____
Employee	Date
_____	_____
Manager	Date
_____	_____
Human Resources	Date
_____	_____

Public Utility District No. 1 of Pend Oreille County is a publicly owned municipal corporation organized under the laws of the State of Washington. The primary purpose of the PUD is the efficient generation, transmission and distribution of electrical energy, as well as the provision of water and wholesale broadband services. The PUD serves the residents of Pend Oreille County and operates on revenues from the sales of its utility services. Employment at Pend Oreille County Public Utility District is at-will. This job description is not a contract of employment. Signing of this document is an acknowledgement of responsibilities assigned to this position.