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Diego, CA 92112  
[SDCommunityPower.org](http://SDCommunityPower.org)

**Career Opportunity:** [Portfolio Manager](#) or [Senior Portfolio Manager \(Power Services\)](#)

**Location:** [San Diego County – Hybrid Work Schedule set by SDCP](#)

**Deadline to Apply:** [Posted until Filled. Initial application review: April 20, 2022](#)

### **Who is SDCP?**

San Diego Community Power (“SDCP”) is a community-owned organization that provides affordable clean energy and invests in the community to create an equitable and sustainable future for the San Diego region. We aim to be a global leader, inspiring innovative solutions to climate change by powering our communities with 100% clean affordable energy while prioritizing equity, sustainability, and high-quality jobs. We are a values-led, mission driven organization grounded in Justice/Equity/Diversity/Inclusion (JEDI), Impact, Integrity, Innovation, Servant Leadership, and Togetherness.

### **Our History**

SDCP was formed in 2019 as a public, not-for-profit community choice aggregator (CCA) in the San Diego region. We began electric service in 2021 and serve five member agencies: San Diego, Chula Vista, Encinitas, La Mesa and Imperial Beach, with the unincorporated communities of the County of San Diego and the City of National City joining in 2023. SDCP was formed to bring local control and customer choice to San Diego while also providing clean and renewable energy at competitive rates. By the end of 2023, SDCP will provide electricity for nearly half the electric load in San Diego Gas and Electric’s service territory and will be the second largest CCA in California. For more information, please visit [SDCommunityPower.org](http://SDCommunityPower.org).

### **Commitment to Diversity**

At SDCP, we value diversity and are committed to creating an inclusive environment for all employees. We represent a diverse customer base and intend to hire employees that reflect our communities. We provide equal employment opportunities to all applicants for employment and prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

### **What do we need?**

SDCP is a new and growing organization. We are seeking highly talented and motivated people to join our organization at the ground level. Roles and responsibilities of employees may evolve over time as the organization grows and matures. A start-up mentality, and commitment to community and public service is a must.

In the role of Power Services Portfolio Manager, we are seeking a strategic thinker with significant experience in the California regulated energy markets. Under supervision of SDCP's Director of Power Services, the Portfolio Manager will oversee wholesale power supply portfolios and procurement activities, including complex energy and capacity transactions, short and long-term portfolio design, integrated resource planning, hedging strategy, and strategically increasing renewable and greenhouse gas-free power resources over time. In addition, the candidate will coordinate SDCP's power scheduling coordination and work with compliance staff on power-related compliance issues. An understanding of and experience in energy market trends and forecasting, as well as future supply realities are a must.

## Skills and Abilities

### *Desired:*

- Strategic thinking and creative portfolio design that maximizes clean power products
- Strong analytical skills and attention to detail
- Ability to balance multiple priorities to meet deadlines and escalate key issues
- Strong work ethic and comfort taking initiative
- Flexibility and eagerness to collaborate in fast-paced, start-up environment
- Embrace diverse teams and be highly collaborative

### *Required:*

- Strong interest and previous experience in power markets, portfolio design, pro forma development
- Experience with all aspects of power contracting, from credit needs to contract negotiation
- Excellent verbal and written communication skills
- Excellent organizational, financial, and management skills
- Strong interpersonal skills
- Ability to act with integrity, professionalism, and confidentiality
- Proficient with Microsoft Office Suite, including extensive use of Excel, and Adobe Pro software
- Knowledge of modern office procedures and practices including correspondence etiquette, and operating modern office equipment, technology, and programs

## Qualifications

Any combination of education and experience that would provide the knowledge, skills, and abilities listed. A typical way to obtain the required qualifications would be: a bachelor's degree from an accredited university in business, economics, engineering or related and four-to-six years of progressive experience in electric utility/CCA power procurement, renewable power procurement, or in a closely related field. An advanced degree can replace up to two years of experience.

## Primary Responsibilities

- Work with consultants, vendors, scheduling coordinator, and management to analyze risk and value around complex transactions and portfolio positions, including power generation and storage, load forecasts and scheduling, and hedging strategies.
- Lead procurement efforts to meet various SDCP objectives and/or compliance requirements including energy hedges, resource adequacy, carbon-free and RPS.
- Prepare solicitations/requests for offers of energy and capacity products, supplier/developer communications, analytical support during proposal/bid evaluation and contract negotiations.
- Optimize, schedule, and administer power supply contracts, including auditing and monitoring contract milestones and deliverables.
- Monitor energy market activities, including pricing trends and forward curves related to wholesale power, renewable energy, and capacity.

## Other Potential Responsibilities

- Support SDCP's integrated resource planning activities, including submission of the CPUC's biennial integrated resource plan compliance filing.
- Provide data analysis and support in preparing various other regulatory compliance reports such as California's Power Source Disclosure Program.
- Assist SDCP's financial analysis, modeling, budgeting, and rate-setting activities, especially with respect to power supply costs.
- Establish and maintain standard operating procedures, protocols, and safeguards to ensure procurement team decision making processes are aligned with agency goals.
- Design and maintain systems for measuring, monitoring, and reporting financial risk from power supply positions, consistent with SDCP Energy Risk Management and other policies adopted by the Board.
- Develop and maintain excellent working relationships with market participants, interested parties and associations, regulatory agency staff, SDCP staff/consultants, and stakeholders.
- Present in a professional manner to internal and external stakeholders, partners, agencies, and the Board.
- Proactively identify and develop strategic and policy direction in consultation with SDCP staff, the Board, and external partners.

## Work Environment & Conditions

Prolonged periods sitting at a desk and working on a computer. The position occasionally requires carrying, lifting and/or moving objects up to 15 pounds and occasional travel locally.

At SDCP we work in the communities we serve and with each other in the office. To ensure that SDCP meets its obligation to provide a safe and healthy workplace for employees, SDCP requires employees to be fully vaccinated for COVID-19. Exemptions to the vaccine requirement will be considered for individuals with medical conditions that prevent them from being vaccinated and for individuals with sincerely held religious beliefs that prohibit them from being vaccinated, consistent with governing labor laws.

SDCP is an agency required to adopt and promulgate a Conflict of Interest Code ("COI"). The COI code requires employees in designated positions, including those identified under the interim disclosure process to file a Statement of Economic Interests (Form 700) on an annual basis. A Successful candidate accepting this position may be required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

*This job description may not be inclusive of all assigned duties, responsibilities, or aspects of the job described, and may be amended at the discretion of SDCP as needed.*

## Salary and Benefits

The salary range for this position is \$120,000 to \$163,000 (Portfolio Manager) or \$138,000 to \$187,500 (Senior Portfolio Manager) with exact compensation to be determined by SDCP, dependent on experience. Benefits include health care, a 457(b) plan, 10% retirement contribution to a Money Purchase Plan, paid time off (PTO), and sick leave.

## Compensation

**Starting Salary Range:** The salary range for this position is \$120,000 to \$163,000 (Portfolio Manager) or \$138,000 to \$187,500 (Senior Portfolio Manager) with exact compensation to be determined by SDCP, dependent on experience.

**Benefits:** Standard benefits package including but not limited to:

**Insurance:** SDCP offers a group health benefits plan, including health care, vision, and dental insurance, for eligible employees. Health care support amount towards benefits elections equal to \$1,280 per month.

**Retirement:** SDCP offers a 457(b) plan for employee contributions and offers a 10% contribution to a Money Purchase Plan.

**Paid Time Off:** 11 holidays per year + paid winter holiday (*between 12/24-12/31*), 160 hours of accrued paid time off per year (*increases with time in service*), and 96 hours per year of accrued paid sick leave. Paid baby bonding time.

## How To Apply

Applicants must submit their resume, cover letter, and references using the “Apply today” functionality on our Career Opportunities webpage at:

[SDCommunityPower.org/about/career-opportunities](https://SDCommunityPower.org/about/career-opportunities)

**SAN DIEGO COMMUNITY POWER IS AN EQUAL EMPLOYMENT OPPORTUNITY (EEO) AND AMERICAN DISABILITIES ACT (ADA) EMPLOYER.**