



OPEN POSITION ANNOUNCEMENT!

Policy Manager OR Senior Policy Manager

San Diego based role, hybrid work permitted. Remote CA worker may be accommodated, based on experience.

Posted 1/13/2023, Open until filled

About the role: San Diego Community Power (SDCP) seeks a Policy Manager (or Senior Level Manager) who will work with the Director of Regulatory and Legislative Affairs to manage certain policy areas, and legislative engagement. The Policy Manager is responsible for performing strategic policy analysis to assess impact to San Diego Community Power's operations and programs.

The position informs SDCP's programs and staff about legislative and regulatory policy issues and helps to keep the team abreast of the issues that impact our communities.

Who is San Diego Community Power?

San Diego Community Power 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

San Diego Community Power 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 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.

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.

Essential Duties and Primary Responsibilities

- **Regulatory and legislative analysis:** Develop summaries and analyses for key policy issues affecting SDCP's operations, fiscal health, and ability to offer innovative programs.
- **Regulatory case management:** Manage regulatory proceeding caseload, including tracking due dates for regulatory and compliance filings, informing internal business units of regulation and compliance developments, coordinating with external counsel or technical consultants as necessary, and communicating with regulatory agency staff.
- **Regulatory engagement:** Engage in strategic regulatory intervention, including drafting and reviewing comments, proposals, testimony, and briefs; prepare discovery requests and responses.
- **Legislative engagement:** Participate or lead advocacy on select issue areas before the California and federal legislatures in conjunction with SDCP external lobbyists.
- **Coalition building:** Support the Regulatory and Legislative Affairs team in developing and building relationships with California energy market stakeholders and communicate SDCP policy positions and impacts of policies on SDCP's operations.
- **Member agency support:** Assist SDCP's member agencies with information regarding regulatory proceedings and legislation that could impact their internal municipal operations.
- **Internal business unit support:** Inform SDCP business units of major regulatory and legislative changes that would impact SDCP's operations and ability to comply with state policy goals and assist in compliance reporting and communications with regulatory agencies when necessary.
- **Strategy:** Proactively identify and develop strategic policy direction in consultation with SDCP staff, the Board, and external partners. Provide technical and/or analytic analyses and strategic advice on regulatory and legislative matters.
- Performs other related duties and responsibilities as required.

REQUIRED QUALIFICATIONS, SKILLS & EXPERIENCES

- Bachelor's degree required and at least 2 years of related energy and/or environmental policy experience. Or a master's degree in public policy, business, economics or other relevant fields will be considered if the candidate does not possess 2 years related energy or environmental policy experience.
- Ability to represent SDCP to community constituents and other agencies, and before public bodies.
- Exercise good judgment in answering questions; exercise discretion and maintain confidentiality in all matters.
- Strategic thinking, strong technical and analytic skills and attention to detail.
- Develops a wide variety of short- and long- term strategic plans and recommendations in response to federal and/or state energy legislation, both pending and active policy changes.
- Ability to balance multiple priorities to meet deadlines and escalate key issues.
- Ability to be nimble and self-directed in a highly fluid and rapidly changing environment.
- Excellent written and verbal communication and advocacy skills.
- Ability to work collaboratively with diverse teams, consultants, agencies and constituents.
- Strong work ethic and able to take on initiative/working in a fast paced, growing, and dynamic public agency.
- Proficiency in Adobe Pro software as well as MS Office and Excel, Word and PowerPoint.
- Strong interpersonal skills and ability to work with diverse communities and people of different culture, backgrounds, and opinions. Experience developing working relationships that demonstrate high trust, collaboration, and team-player attitude.
- Ability to act with integrity and professionalism.
- Commitment to sustainability, community energy, and mission driven work.
- Access to reliable transportation to attend occasional SDCP events, meetings, and workshops, 1-2 times per month.

SDCommunityPower.org

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AMERICAN DISABILITIES ACT (ADA) EMPLOYER**

Preferred Skills/Experience

- Previous experience in power markets and/or previous experience in regulatory, legislative and/or compliance roles.
- Experience in representing your organization and partnering with external stakeholders to build consensus.
- Demonstrated experience with challenging policy issues in a CCA, utility, or similar environment and strategies to address them.
- Understanding of the operations of California regulatory agencies and how to participate in proceedings, hearings, etc.
- Understanding of the California state legislature and federal legislature processes.
- Effective and organized project manager and leader.
- Passion for contributing to the success of community choice energy in California.

Work Environment/Conditions

Prolonged periods sitting at a desk and working on a computer. The position requires occasional carrying, lifting and/or moving objects up to 15 pounds. Occasional local travel required and reliable transportation to attend SDCP events, meetings, and workshops as needed is expected.

At SDCP we work in the communities we serve and in the office. SDCP works to ensure a safe and healthy workplace for employees and in our communities. SDCP requires employees to be fully vaccinated for COVID-19.

As a public agency SDCP is required to promulgate a Conflict-of-Interest Code ("COI"). The COI code requires employees in designated positions. A candidate accepting this position may be required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

Compensation/Starting Salary Range:

Policy Manager Salary Range: \$113,900 to \$153,800

Senior Policy Manager Range: \$136,700 to \$184,500

Compensation level to be determined by SDCP, depending upon experience.

Benefits: Standard benefits package including but not limited to

Group Health Insurance: SDCP offers group health benefits, including medical, vision, and dental insurance, for eligible FT employees. SDCP provides health subsidy support towards the employee elected coverage. Also provided is a \$100,000 Life & AD&D policy, STD and LTD coverage that is 100% paid by SDCP.

Retirement: SDCP offers a 457(b) plan for employee contributions and contributes 10% of eligible compensation to the employee's 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.

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

SDCommunityPower.org

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