



OPEN POSITION ANNOUNCEMENT!

Program Manager or Senior Program Manager

Open until filled. First Review 7/15/2023

San Diego County – hybrid work schedule set by SDCP



About the role: San Diego Community Power (SDCP) is seeking a Program Manager to oversee and lead the development and implementation of demand and response and/or distributed energy resource programs. The position will focus on programs that are designed to enable grid interaction and integration, with a particular emphasis on dispatch and valuation of customer sited flexible resources, including energy storage and EVs. Under the direction of the Director of Programs, the Program Manager is responsible for all aspects of program development and delivery including but not limited to budget development, team management, program marketing/enrollment, regulatory reporting (if necessary) and stakeholder engagement. Programs are expected to target various market sectors including but not limited to residential, commercial, industrial, and municipal. This role manages consultants, leads interdisciplinary project teams, may directly supervise staff, and interacts with a wide range of customer groups.

This position reports to the Director of Programs.

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, County of San Diego, and National City. 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.

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 hope 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

- Independently develop demand response, distributed energy generation resource, and other innovative grid interactive (e.g., virtual power plant or VPPs) program concepts accounting for all elements of program design including but not limited to forecasting required resources (e.g., staffing, consulting support), developing project timelines and identifying potential risks.
- Lead the coordination, management, and implementation of demand response and/or distributed energy resources programs by working closely with SDCP staff, consultants, industry, and other relevant stakeholders.
- Develop indicators to measure program effectiveness; Monitor program progress relative to goals and make recommendations for improved program delivery.
- Serve as primary point of contact for all program activities (e.g., program participants, funding agencies, SDCP Board of Directors and Community Advisory Committee, industry and other relevant stakeholders).
- Develop and conduct requests for proposals; negotiate, implement, and manage contracts.
- Research potential funding opportunities and critically evaluate applicability, feasibility, and requirements; oversee applications to seek external funding.
- Work collaboratively with SDCP's Power Services team on related local distributed energy resource initiatives.
- Work independently, using good judgment and initiative in carrying out assignments; Set goals and priorities and carry out multiple assignments concurrently; think strategically to mitigate political and regulatory impediments to program development.
- Represent SDCP in a variety of public hearings, stakeholder engagement meetings, and other related public meetings; Draft staff reports and presentations for SDCP Board and Committee meetings.
- Establish effective and cooperative working relationships with customers, local businesses, community groups, interested stakeholders, officials of municipalities, agencies, special districts, and other related agencies.
- Carry out technology, policy, and economic analysis to support the planning, design, development, and evaluation of the program portfolio to support decarbonization and grid integration across SDCP service territory.
- Performs other related duties and responsibilities as required.

MINIMUM KNOWLEDGE, SKILLS AND ABILITIES

- Two (2) years of experience working in customer energy program management for or on behalf of a community choice aggregator, investor-owned utility, municipal utility, or 3rd party program administrator in at least one of the following areas: demand response, grid interactive/integration (e.g., VPP), distributed energy generation resources.

- Knowledge and demonstrated understanding of the fundamentals of environmental justice and equity principles.
- Knowledge and demonstrated understanding of general decarbonization strategies and associated programs to reach decarbonization goals including principles of electricity generation, transmission, distribution, and infrastructure.
- Knowledge and demonstrated understanding of connected technology such as smart thermostats, smart home devices, load control switches, connected appliances, energy storage devices (e.g., batteries), and distributed generation systems.
- Positive, collaborative, supportive team member, excited to work with diverse teams and communities.
- Work independently, strong organizational skills and demonstrated goal setting and self-management to support multiple assignments concurrently.
- Ability to take and provide critical feedback in constructive ways.
- Strong communicator who can write and present compellingly and clearly.
- Strong critical thinking skills including a high tolerance for uncertainty and the ability to identify issues and propose solutions.
- Ability to act with integrity, professionalism, and confidentiality.
- Ability to comprehend and adhere to SDCP personnel policies.
- High proficiency with Microsoft Office Suite, Word, Excel, PowerPoint, and ability to use virtual meeting applications

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES

The following are preferred knowledge, skills, and abilities (KSA) for the Program Manager candidates; Senior Program Manager candidates should possess the majority of these KSAs:

- Demonstrated subject matter expertise in more than one of the following areas: demand response, grid interactive/integration (e.g., VPP), distributed energy generation resources.
- Four (4) years of experience working in customer energy program management for or on behalf of a community choice aggregator, investor-owned utility, municipal utility, or 3rd party program administrator.
- Two (2) years of experience working in customer energy programs that serve commercial and industrial customers.
- Two (2) years of experience managing direct reports; including hiring, performance guidance and staff development.
- Two (2) years of direct experience supporting the implementation of programs funded by California state agencies (e.g., California Public Utilities Commission, California Energy Commission, California Air Resources Board).
- Familiarity with resource adequacy and CAISO wholesale market programs.
- Familiarity with San Diego regional sustainability/energy/climate action ecosystem (i.e., public agencies, non-profits, community-based organizations) and the California utility landscape.
- Proficient in verbal communication in multiple languages.

QUALIFICATIONS, EDUCATION AND EXPERIENCE

For a Program Manager, a minimum of seven (7) years of professional experience in project management or program implementation. For a Senior Program Manager, a minimum of ten (10) of professional experience in project management or program implementation.

A four-year degree or higher from an accredited college or university; four (4) additional years of professional experience may be used in place of a degree.

WORK ENVIROMENT & CONDITIONS

Prolonged periods sitting at a desk and working on a computer. The position requires occasional carrying, lifting and/or moving objects up to 25 pounds. Occasional local travel required and reliable transportation to be able 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.

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.

Compensation:

Salary Range: The position salary range is: \$121,190 to \$163,643 (Manager) or \$145,449 to \$196,308 (Senior Manager) and the assigned compensations program presented will be commensurate with experience and the manager level designated, either Manager or Senior Manager and will be clarified with the final candidate.

Benefits: Standard benefits package including but not limited to:

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

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