



OPEN POSITION ANNOUNCEMENT!

General Counsel

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San Diego County – hybrid work schedule set by SDCP

About the role: The General Counsel provides legal advice and information to San Diego Community Power (SDCP) to inform business decisions that follow local, state, and federal law. Key areas of responsibility are in contract/ transactional law, municipal law, and employment law. This position manages legal matters arising from general operations for the agency including, but not limited to, the contracting process, agency compliance, and review of procedures and policies to ensure they are in compliance with municipal, state, and federal law. The General Counsel provides legal advice in advanced transactional areas of the law, including but not limited to review, evaluation, and finalization of contracts, cybersecurity, and related policies.

The General Counsel is a resource to staff and senior management and should be consulted on legal matters impacting the agency. This position will also be required to consistently assess and monitor risk and communicate risk factors and recommendations to executive management. The General Counsel works closely with the Executive team, C-Suite, Leadership team, and Board of Directors. The General Counsel possesses the skill, experience, ability, background, and knowledge to perform the duties and services listed below.

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 culture is built on open communication, accountability, and curiosity. We are a growing team whose key premise is trust, collaboration, and connection with each other and the communities we serve. We are responsive and work smart to achieve high goals.

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

- Provide general legal services to SDCP, a Joint Powers Authority public agency.
- Provide advice to and representation of SDCP departments, divisions and offices, including but not limited to: Preparing written and oral opinions; the management and oversight of civil actions, administrative proceedings, civil trials, and appeals.
- Preparing and approving agreements for execution authorized by the Board as well as the Chief Executive Officer.
- Prepare and approve resolutions, policies, and rules and regulations for adoption by the Board and other legislative bodies; supervision of outside counsel; and attendance at meetings of the Board, and other boards, commissions, and committees.
- Manage additional outside Counsel as needed.
- Duties will require flexibility in work hours and location of work, including attendance at Board of Director's meetings and other derivative Board meetings (FRMC, CAC) or necessary meetings prescheduled for the Department Heads, Directors, or the SDCP Chief Executive Officer.
- Perform the duties required hereunder in accordance with all local, state, and federal laws applicable to SDCP operations.
- Other duties as assigned.

PREFERRED EXPERIENCE AND ABILITIES

- Expertise and experience in transactional law, including reviewing contracts such as Professional Services Agreements
- Excellent written, speaking, and presentation skills, with the ability to clearly explain complex technical matters and instill confidence.
- Ability to identify and address legal issues in ongoing operations and new business objectives.
- Developed business sense with ability to quickly understand SDCP's business objectives and assess and anticipate legal and risk issues impacting SDCP's enterprise.
- Experience with clerical duties and court proceedings.
- Perform, and carry out in good and professional manner, the duties, and responsibilities of the position of General Counsel.
- Demonstrate good judgement and integrity.
- High attention to detail with strong organizational skills.
- Communicate effectively, orally, and in writing; and the ability to translate complex technical information into non-technical language.
- Have a strong work ethic and be comfortable taking initiative/working in a fast paced, start-up environment.
- Work well on diverse teams and be highly collaborative.
- Devote time, ability, and attention equivalent to the professional effort necessary to fulfill duties.

Desired/Knowledge of:

- Municipal law
- Energy-related goods and services
- Contract language specific to the utility industry in a wide range of areas.
- California laws governing the operation of electric utilities, in particular, Community Choice

Aggregation (CCA) programs, including data privacy requirements.

- Terminology typically used in the electric utility industry.
- State and municipal law governing public agencies including the Brown Act and the California Public Records Act.
- Best practices for employment law.

PREFERRED QUALIFICATIONS, EDUCATION AND EXPERIENCE

Any combination of education and experience that would provide the knowledge and abilities listed. A typical way to obtain the required qualifications would be: Juris Doctor (J.D.) from an accredited law school and must be admitted to the California State Bar to practice law.

12 years of legal experience, with municipal, corporate, energy and/or utility experience preferred.

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 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: \$300,000 - \$350,000; with exact compensation to be determined by SDCP, depending upon experience.

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 pays 100% of health group benefits, including medical, vision, and dental insurance premiums for employees and dependents. 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](https://sdcommunitypower.org/about/career-opportunities)

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