



OPEN POSITION ANNOUNCEMENT!

Settlements Analyst/ Sr. Settlements Analyst

Open until filled. Posted 2/21/2024

San Diego County – hybrid work schedule set by SDCP

About the role: SDCP is a rapidly growing organization seeking highly talented and motivated people to join our team. 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 Energy Settlement Analyst / Senior Energy Settlement Analyst, we are seeking a strategic thinker with experience in California regulated energy markets. Under supervision of SDCP's Senior Settlements Manager, the Energy Settlement Analyst / Senior Energy Settlement Analyst will primarily support settlement of SDCP's power transactions, both those contractual and those via the California Independent System Operator (CAISO) market.

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

- Ensure accuracy of all invoices and payments for all contracts within SDCP's power supply portfolio. This includes Power Purchase Agreements (PPAs) and Edison Electric Institute (EEI) and Western Systems Power Pool (WSPP) confirmations, for renewable resources, carbon-free resources, resource adequacy, inter-SC trades, and other financial hedging products
- Resolve invoice discrepancies with counterparties in accordance with contract terms, demonstrating excellent interpersonal skills, project management, and attention to detail
- Organize and maintain all documentation related to settlements
- Interface with SDCP finance team and accounting consultants as needed
- Develop and maintain excellent working relationships with market participants, interested parties and associations, regulatory agency staff, SDCP staff, consultants, and stakeholders

OTHER POTENTIAL DUTIES AND PRIMARY RESPONSIBILITIES (REQUIRED FOR SR. ANALYST)

- Validate all California Independent Systems Operator (CAISO) invoices and payments, verifying accuracy of all invoiced amounts, cost recovery from contractual counterparties as appropriate, and identifying opportunities for SDCP to reduce overall and charge code-specific CAISO costs
- Monitor and forecast SDCP's credit position with the CAISO, including estimated liabilities and available credit
- Conduct quantitative analysis of potential renewable, energy storage, and hedging transactions, including environmental attributes, CAISO revenues, ancillary services, and resource adequacy value
- Work with SDCP staff, consultants, and scheduling coordinator to analyze risk and value around complex transactions and portfolio positions, including power generation and storage, load forecasts and scheduling, and hedging strategies
- Help design and maintain systems for measuring, monitoring, forecasting, and reporting power supply costs and financial risk from power supply positions, consistent with SDCP Energy Risk Management and other policies adopted by the Board
- Work with Energy Trading and Risk Management ("ETRM") systems and portfolio risk management and settlement systems to monitor SDCP's contracts as they relate to settlements
- Assist in the evaluation of potential power projects and transactions that SDCP receives through formal solicitation processes, ad hoc offers, and bilateral negotiations
- Participate in SDCP's financial analysis, modeling, budgeting, and rate-setting activities, especially with respect to power supply costs
- Present in a professional manner to internal and external stakeholders, partners, agencies, and the Board

KNOWLEDGE, SKILLS, AND ABILITIES

Desired (Required for Sr. Settlements Analyst):

- Experience with, interest in, or knowledge of:
 - Power settlements
 - Designing and maintaining systems for measuring, monitoring, forecasting, and reporting power supply costs and financial risk from power supply positions
 - Working with ETRM software, portfolio management software, and/or settlement software
- Experience with some, or all, of the following:
 - PPA, EEI, and WSPP power contracts
 - Renewable, low carbon, carbon-free, inter-SC trade, and financial hedging products
 - CAISO scheduling and dispatch principles
 - CAISO settlement operations, including applicable charge codes and settlement timelines
 - Procurement processes, wholesale energy products and use of renewable energy certificates to support mandatory and voluntary compliance programs

- CAISO Market Initiatives and the CAISO Stakeholder Process

Required:

- Strong analytical skills and meticulous attention to detail
- Ability to balance multiple priorities to meet deadlines and escalate key issues
- Excellent verbal and written communication skills
- Excellent organizational, financial, and management skills
- Experience building strong relationships and working across teams and departments
- Strong interpersonal skills
- Ability to act with integrity, professionalism, and confidentiality
- Proficient with Microsoft Office Suite, including extensive use of Word, Adobe Pro software, Teams, and SharePoint
- Knowledge of modern office procedures and practices including correspondence etiquette, and operating modern office equipment, technology, and programs
- 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

MINIMUM QUALIFICATIONS, EDUCATION AND EXPERIENCE FOR ANALYST

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: an associate or bachelor's degree and two-to-five years of progressive experience in power settlements, utility/CCA accounting or settlements, or in a related accounting/finance field with demonstrated interest to transition to an energy career.

MINIMUM QUALIFICATIONS, EDUCATION AND EXPERIENCE FOR SENIOR ANALYST

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: an associate or bachelor's degree and five (5) to ten (10) years of progressive experience in power settlements, utility/CCA accounting or settlements, or in a related accounting/finance field with demonstrated interest to transition to an energy career.

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: Settlements Analyst from \$110,400 - \$135,000; A Senior Settlements Analyst salary range is from \$132,500 - \$166,800; 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

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