



## OPEN POSITION ANNOUNCEMENT!

### Portfolio Analyst

Open until filled. Posted 07/01/2025

*San Diego County – hybrid work schedule set by Community Power*

**About the role:** Community Power (SDCP) is seeking a strategic thinker with experience in California's regulated energy markets to join our team as a Portfolio Analyst. The Power Services Portfolio Analyst will be involved in near-term power supply transactions, load forecasting, advanced analytics, and power resource asset management.

The position will provide support to a team of Portfolio Managers responsible for SDCP's wholesale power supply portfolios and short-term procurement activities. Responsibilities include activities related to SDCP capacity transactions, energy hedging, power resource bidding and scheduling, and strategically increasing renewable and greenhouse gas free power resources over time. Curiosity and passion for energy markets and transactions are a must.

### WHO IS COMMUNITY POWER?

Community Power is a community-driven, not-for-profit public agency providing cleaner energy to the San Diego region. Formed in 2019, Community Power is the second largest Community Choice Aggregator (CCA) in California, serving nearly 1 million customer accounts across its member agencies: the Cities of San Diego, Chula Vista, Encinitas, Imperial Beach, La Mesa and National City, as well as the unincorporated areas of San Diego County.

### OUR HISTORY

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 now serve seven member agencies: the Cities of San Diego, Chula Vista, Encinitas, Imperial Beach, La Mesa and National City, as well as the unincorporated communities of San Diego County. Community Power was formed to bring local control and customer choice to San Diego while also providing clean and renewable energy at competitive rates. We are the second largest CCA in California, serving nearly 1 million customers. For more information, please visit [SDCommunityPower.org](https://SDCommunityPower.org).

### COMMITMENT TO DIVERSITY

At Community Power, 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 energy market analysis and reports related to wholesale power, renewable energy, and capacity procurement to support short-term portfolio decision making
- Support annual and monthly activities to meet SDCP regulatory compliance obligations, such as Resource Adequacy showings and related submissions.
- Work with Community Power's Energy Trading and Risk Management ("ETRM") system to ensure accuracy of front office transactions and reporting of open positions, power supply costs, and associated risks.
- Assist in development and coordination of intermediate and long-term electric load forecasts, including coordination of internal and external information to complete load forecasts and perform monitoring and analysis of forecast-to-actual results.
- Support team of Portfolio Managers that lead bilateral and solicitation-based procurement of energy hedges, resource adequacy, carbon-free, and renewable energy products; including: RFO preparation, supplier communication, offer evaluation, and contract negotiation.
- Monitor and analyze market data related to SDCP's power resource portfolio in CAISO's day ahead and real-time energy markets to ensure effective power resource optimization and dispatch.
- Assist with administration and tracking of all wholesale portfolio transactions to maintain an accurate load-to-resource position balance.
- Provide data analysis and support for risk monitoring and reporting, consistent with SDCP's Energy Risk Management Policy.
- Develop and maintain effective working relationships across internal SDCP departments, and with external market participants and counterparties.
- Other duties as assigned.

## KNOWLEDGE, SKILLS AND ABILITIES

### Required:

- Strong interest in power markets and energy procurement
- Experience working with large data sets and providing detailed analysis
- Knowledge of CAISO BAA functions and market products
- Experience with Power Bi, building and maintaining associated dashboards and reports
- Ability to balance multiple priorities to meet deadlines and escalate key issues
- Strong work ethic and comfort taking initiative
- Flexibility and eagerness to collaborate
- Ability to act with integrity, professionalism, and confidentiality
- Excellent verbal and written communications skills
- Excellent organization, financial, and management skills
- Proficiency with Microsoft Office Suite, Word, Excel and PowerPoint and ability to use virtual meeting and calendaring applications.
- Ability to communicate and collaborate effectively with a variety of individuals representing diverse cultures, backgrounds, and languages to meet diverse teams and communities.
- Must have excellent time management skills, ability to effectively work independently, or in teams on multiple tasks or projects.

### Desired:

Experience in:

- Energy trading or scheduling in California and western power markets;
- CAISO and CPUC Resource Adequacy programs and products;
- California renewable energy products, compliance, and reporting;
- Statistical analysis, building statistical models, and forecasting;
- Power resource bidding and energy storage optimization;
- Retail load forecasting;

- Strong statistical and data analysis abilities;
- Energy hedging and portfolio management; or
- Energy settlements and portfolio analysis in CAISO

## **QUALIFICATIONS, EDUCATION AND EXPERIENCE**

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, mathematics, or a related field and two-to-three years of 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.

## **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 Community Power events, meetings, and workshops as needed is expected.

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

Community Power 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 Community Power as needed.*

**Compensation:**

**Salary Range:** The position salary range is: \$110,400 - \$135,800; with exact compensation to be determined by Community Power, depending upon experience.

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

**Insurance:** Community Power offers group health benefits, including medical, vision, and dental insurance, for eligible FT employees. Community Power 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 Community Power.

**Retirement:** Community Power 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)

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