



# Deputy Director of Power Resources

Community Energy Department





## THE DEPARTMENT

San José Clean Energy, or SJCE, is San José's local, not-for-profit electricity supplier operated by the City of San José's Community Energy Department. Since 2019, our dedicated and motivated team has provided clean energy for residents and businesses at competitive rates, while also offering community programs, local control, and increased transparency and accessibility.

San José Clean Energy serves over 97% of the eligible residents and businesses in the city, totaling more than 350,000 customers and has a peak load of almost 1 GW. Entering into long-term power purchase agreements to build new projects helps us meet our climate and reliability goals. By joining our team means that you will be making a big impact and in the forefront in the fight against climate change. SJCE plays an important role in meeting San José's ambitious goal to be carbon neutral by 2030 and in implementing Climate Smart San José, the City's climate action plan.

Serving our community with respect and integrity is at the core of what we do. SJCE centers equity in its drive to provide clean, renewable energy at competitive rates and provide local benefits. SJCE has sprinted ahead to now provide 60% renewable and 95% carbon-free energy in our base product and has committed more than \$2 billion to add more than 750 MW of new solar, wind, geothermal, and battery storage to the grid. SJCE's low carbon energy supply is foundational as we work to meet the electrification goals outlined in Climate Smart San José. For more information about San José Clean Energy, please visit: [www.sanjosecleanenergy.org](http://www.sanjosecleanenergy.org).



# THE POSITION

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The Deputy Director of Power Resources is an important leadership position for San Jose Clean Energy. The position leads a team of 6 responsible for managing SJCE's power portfolio and developing and implementing strategies to achieve SJCE's energy portfolio and risk management goals and ensuring adherence to regulatory compliance requirements. This position reports directly to the Director of Community Energy. Since launching in 2019, SJCE has contracted for over 700 MW of new renewable and battery storage resources valued at over \$2 billion.

This position is responsible for leading various supply management activities including long-term planning and development of integrated resource plans; negotiations for power supply contracts; procurement of energy and energy hedging products, resource adequacy and environmental products in support of SJCE's goals, customer needs, and compliance obligations. This position will provide support in the development of risk management policies, guidelines, and procedures; settlements and invoicing functions; development of retail rates and program offerings. In addition, this position will collaborate with other SJCE team members by contributing towards the development and implementation of policies, strategies, programs, and processes in support of the Departments goals.

The main areas of focus for the Deputy Director of Power Resources will be:

- » Develop and implement energy and capacity procurement plans consistent with the law, regulatory requirements and SJCE's goals and objectives.
- » Develop and maintain models to evaluate, track and report on carbon content, energy and capacity needs, power costs, revenue requirements, risks, and performance.
- » Oversee the development of long-term and operational load forecasts, avoided cost models and cost of service models.
- » Oversee solicitations to procure electricity and related products either through request for proposals/offers, open solicitations, bilateral negotiations and/or joint procurement with other community choice aggregators and/or municipal organizations.
- » Oversee supplier negotiations, contract development, and execution of agreements.
- » Overseeing the execution of all energy contracts. Monitoring, facilitating, and managing power supply contracts and while working closely with the City Attorney's office.
- » Oversee the development of City Council staff memos and presentations.
- » Provide subject matter expertise in support of legislative and regulatory positions, proceedings, and strategies. Collaborate with risk management and regulatory teams to prepare and submit compliance reports and materials on behalf of SJCE, including those required by the California Public Utilities Commission (CPUC), California Energy Commission (CEC), The Climate Registry (TCR) and the Department of Energy (DOE).
- » Assist in the development and implementation of strategic plans, strategies, programs, rates, and other initiatives in support of SJCE's decarbonization, budget, financial reserve, rates, and risk management goals and requirements.

# THE IDEAL CANDIDATE

The Department of Community Energy seeks an energy professional from either the public or private utilities field who thrives in a collaborative and fast-paced environment. The ideal candidate will have a proven track record in energy procurement, negotiations, and risk management. This person will be analytical, thorough, and detail-oriented and have familiarity with contracting templates. This person will be an experienced leader capable of managing a high performing team.

The ideal candidate should have strong knowledge of wholesale power procurement, energy-related technologies, local and state energy policy, and goals, and intermediate to advanced project management and coordination skills.

## **Knowledge, Skills, and abilities desirable for this position include:**

- » Energy resource planning and risk management concepts.
- » Strong understanding of the general wholesale electricity market and California specific requirements, participants, and governance structure.
- » Electric portfolio modeling & software tools, management, procurement, and optimization strategies
- » Energy risk management principals, metrics and hedging strategies, products, and modeling tools.
- » Retail load forecasting, metering, rate design, energy efficiency and electrification programs and distributed energy resources.
- » Energy generation technologies including carbon neutral electricity, conventional energy, and renewable energy such as wind, biomass, geothermal, solar, storage, and hydroelectricity.
- » Offshore wind and emerging energy technologies.
- » Power agreement structures, general terms, conditions, and basic requirements including power purchase agreements and enabling agreements (EEI and WSPP).
- » California's Renewables Portfolio Standard, Power Content Label and Power Source Disclosure Programs, resource adequacy obligations, integrated resource planning requirements and greenhouse gas measuring, reporting and mitigation requirements.
- » Renewable energy project development including environmental and local use permitting, interconnection agreements and processes.
- » The California Independent System Operator (CAISO) and its settlement process, power scheduling protocols, strategies and cost mitigation measures including congestion revenue rights.
- » The Western Renewable Energy Information System (WREGIS).
- » Regulatory reporting and compliance requirements of the California Public Utilities Commission (CPUC), and California Energy Commission (CEC), CAISO and California Air Resource Board as they apply to load serving entities in general and specifically to Community Choice Aggregation (CCA).
- » Microsoft Office software including Access, Excel, Word, PowerPoint, and Project.

**Ability to:**

- » Lead a high performing team.
- » Manage and track multiple priorities, meet deadlines, and quickly adapt to changing priorities in a fast-paced dynamic environment.
- » Achieve goals and provide accurate, timely, and meaningful progress updates.
- » Be thorough and detail oriented.
- » Demonstrate patience, tact, and courtesy.
- » Identify and solve problems effectively and expeditiously.
- » Establish and maintain effective working relationships,
- » Communicate effectively verbally, in writing, and through presentations.
- » Prepare high quality research, reports and other written work products.
- » Exercise sound judgment, creative problem solving, effective dispute resolution, and commercial awareness.

## Qualifying Education and Experience

**Education:** A bachelor's degree in from an accredited college or university in public or business administration, economics, engineering, environmental planning, or a related field. Master's degree is desirable.

**Experience:** Six (6) years of increasingly responsible, directly related experience in senior level administrative and/or analytic work in a public or private agency.

- » Experience managing a work unit equivalent to a major division within a public agency is strongly preferred.
- » Experience working in energy trading, the utility industry, and/or with a Community Choice Aggregation program is desirable.
- » Strong problem-solving, communication and public presentation skills.

**Licenses:** Possession of a valid license authorizing operation of a motor vehicle in California is required.

**Employment Eligibility:** Federal law requires all employees to provide verification of their eligibility to work in this country. Please be informed that the City of San José will not sponsor, represent, or sign any documents related to visa applications/transfers for H1-B or any other type of visa that requires an employee application.





## THE CITY OF SAN JOSE

Known as the “Capital of Silicon Valley,” the City of San José plays a vital economic and cultural role anchoring the world’s leading region of innovation. Encompassing 180 square miles at the southern tip of the San Francisco Bay, San José is Northern California’s largest city, third largest in the State, and the 12th largest city in the nation. With more than one million residents, San José is one of the most diverse large cities in the United States. San José’s transformation into a global innovation center has resulted in one of the largest concentrations of technology companies and expertise in the world, including major tech headquarters like Cisco, Adobe, Samsung, and eBay as well as start-ups and advanced manufacturing.

San Jose’s quality of life is unsurpassed. Surrounded by the Diablo and Santa Cruz Mountain ranges and enjoying an average of 300 days of sunshine a year, residents have easy access to the beaches along the California coast including Santa Cruz, Monterey, and Carmel-by-the-Sea; Yosemite and Lake Tahoe in the Sierra Nevada; local and Napa Valley wine country, and the rich cultural and recreational life of the entire Bay region.

San José has received accolades for its vibrant neighborhoods, healthy lifestyle, and diverse attractions from national media including Business Week and Money magazines. The downtown area is home to high-rise residential projects, theaters, museums, and diverse entertainment attractions such as live music, live theater, cafes, restaurants, and nightclubs. Inquiring minds are served by The Tech Interactive, the San José Museum of Art, and many local galleries and venues. Nineteen public school districts and over 300 private and parochial schools provide residents with a range of educational choices. Universities in and near the City include San José State University, Santa Clara University, Stanford University, and three University of California campuses.

In 2011, the City adopted Envision San José 2040, a long-term growth plan that sets forth a vision and a comprehensive road map to guide the City’s anticipated growth through the year 2040. The Plan proactively directs significant anticipated growth in new homes and workplaces into transit-accessible, infill growth areas and supports evolution toward a more urban landscape and lifestyle. The San José area is powered by one of the most highly educated and productive populations in the United States. More than 40% of the workforce has a bachelor’s degree or higher, compared with 25% nationally. Forty percent of San José residents are foreign born, and 50% speak a language other than English at home. San José is proud of its rich cultural diversity and global connections, and the essential role the City plays in connecting residents and businesses to the nation and the world.

# CITY GOVERNMENT

The City of San José is a full-service Charter City and operates under a Council-Manager form of government. The City Council consists of ten (10) council members elected by district and a mayor elected at large. The City Manager, who reports to the Council, and her executive team provide strategic leadership that supports the policy-making role of the Mayor and the City Council and motivates and challenges the organization to deliver high quality services that meet the community's needs. Department heads, including the Director of Finance, are appointed by the City Manager with confirmation by the City Council. The City actively engages with members of the community through Council-appointed boards and commissions.

In addition to providing a full range of municipal services including police and fire, San José operates an airport, a municipal water system, a regional wastewater treatment facility, some 200 neighborhood and regional parks, and a library system with 24 branches. The City also oversees convention, cultural, and hospitality facilities that include the San José McEnergy Convention Center, Center for the Performing Arts, California Theater, Mexican Heritage Plaza, and the SAP Center San José – home of the National Hockey League San José Sharks.

City operations are supported by 7,033 full-time equivalent positions and a total operating and capital budget of \$5.2 billion for the 2023-2024 fiscal year. San José is dedicated to maintaining the highest fiscal integrity and maintaining its consistently high credit ratings to ensure the consistent delivery of quality services to the community.

Extensive information regarding San José can be found on the City website at [www.sanjoseca.gov](http://www.sanjoseca.gov).

## Important Information

Upon commencement of employment and subsequently each spring, the incumbent of this position must file the Family Gift Reporting Form together with the Statement of Economic Interest-Form 700. Please view the following link for details related to the State-Required reporting: Form 700 ([ca.gov](http://ca.gov)) and the following link for the City of San José Family Gift Reporting Form: [showpublisheddocument \(sanJoséca.gov\)](#).

Per the City's COVID-19 Mandatory Vaccination Policy, the City requires all new hires to provide proof of vaccination as a condition of employment absent an approved medical or religious exemption. Fully vaccinated means a person has received the following:

- » Two doses of the monovalent Pfizer COVID-19 vaccine; or
- » Two doses of the monovalent Moderna COVID-19 vaccine; or
- » Two doses of the Novavax COVID-19 vaccine; or
- » One dose of the Johnson & Johnson COVID-19 vaccine; or
- » One dose of the bivalent Pfizer COVID-19 vaccine; or
- » One dose of the bivalent Moderna COVID-19 vaccine.

# COMPENSATION AND BENEFITS

The Deputy Director salary range is currently **\$148,563.74- \$239,832.32** placement within this range will be dependent upon the qualifications and experience of the individual selected. This salary includes an approximate five percent (5%) ongoing non-pensionable compensation. The salary is supplemented by an attractive benefits package that includes, but is not limited to:

- » **Retirement** – Competitive defined benefit retirement plan with full reciprocity with CalPERS.
- » **Health Insurance** – The City contributes 90% towards the premium for the lowest-priced non-deductible plan. Several plan options are available.
- » **Dental Insurance** – The City contributes 100% of the premium of the lowest-priced plan for dental coverage.
- » **Personal Time** – Vacation is accrued initially at the rate of three weeks per year with amounts increasing up to five weeks after 15 years of service. Vacation accrual may be adjusted for successful candidates with prior public service to reflect a vacation accrual rate commensurate with total years of public service. Executive Leave of 40 hours is granted annually and depending upon success in the Management Performance Program, could increase to up to 80 hours. Sick Leave is accrued at the rate of approximately 8 hours per month.
- » **Holidays** – The City observes 15 paid days annually.
- » **Deferred Compensation** – The City offers an optional 457(b) plan.
- » **Flexible Spending Accounts** – The City participates in Dependent Care Assistance and Medical Reimbursement Programs.
- » **Insurance** – The City provides a term life insurance policy equal to two times annual salary. Long-term disability and AD&D plans are optional.
- » **Employee Assistance Program (EAP)** – The City provides a comprehensive range of services through its EAP.
- » **Parental Leave Program** – The City has a City-Paid Parental Leave program for which the incumbent in this position would be eligible. The program provides up to 320 hours of City-paid leave and are able to use up to 120 hours of their sick leave balances for the birth or placement of a new child, all of which must be used no later than 12 months from the birth or placement of the child.

## **Executive Management Benefits –**

<https://www.sanjoseca.gov/home/showpublisheddocument?id=21323>

## **Health Benefits –**

<https://www.sanjoseca.gov/your-government/departments-offices/human-resources/benefits>



# HOW TO APPLY

**This position will be open from September 25, 2023, and close on October 24, 2023.** To be considered, candidates must submit their application online at <https://www.cpsr.us/recruitment/2248>

Along with the following items:

- » A cover letter.
- » A resume that reflects the size of staff and budgets you have managed. Your resume should indicate both months and years of beginning/ending dates of positions held.
- » A list of six work-related references (two supervisors, two direct reports, and two colleagues) who will not be contacted without prior notice.

Applications and resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to proceed in the selection process. Additional phases of the selection process will consist of one or more interviews. A final selection will be made upon completion of comprehensive reference and background checks.

For further information contact:

**CPS HR  CONSULTING**

Rachael Danke  
CPS HR Consulting  
(916) 471-3323  
[rdanke@cpsr.us](mailto:rdanke@cpsr.us)

Or

Pam Derby  
CPS HR Consulting  
(916) 471-3126  
[pderby@cpsr.us](mailto:pderby@cpsr.us)

Website: [www.cpsr.us](http://www.cpsr.us)

