

SALARY RANGE: \$102,577 - \$161,192

SUMMARY DESCRIPTION

The Senior Regulatory Analyst (“Analyst”) works under general direction of the Senior Manager of Energy Policy and Regulatory Analysis (“Senior Manager”) and has responsibility for a wide range of Silicon Valley Clean Energy (SVCE) regulatory activities, with particular emphasis on representation of SVCE’s interests at the California Public Utilities Commission (CPUC), the California Independent System Operator (CAISO) and the California Energy Commission (CEC). The Analyst evaluates proposed regulatory policies to assess the impact on SVCE, develops SVCE positions on issues, and develops analyses, written reports, and presentation materials to support SVCE’s position.

The Analyst works independently to perform assignments under the general direction of the Senior Manager. The Analyst participates as an SVCE representative before various regulatory agencies on matters affecting community choice aggregators (CCAs) and other electric utilities, including in ratemaking proceedings, rulemakings, and proposed rules and regulations. The Analyst is tasked with reviewing and drafting comments and briefs; providing technical and/or analytic input on regulatory matters; preparation of data requests, testimony, and hearing exhibits; and participation in administrative hearings.

The Analyst may be assigned to assist in the work of other SVCE teams, and in that role may represent SVCE in administrative proceedings before applicable regulatory agencies. This position performs related work and other analytic tasks for SVCE as required.

SUPERVISION RECEIVED AND EXERCISED

This position reports directly to the Senior Manager and may have oversight responsibility for external contractors depending on the project.

ESSENTIAL FUNCTIONS

- Develop policy and responses for key regulatory issues affecting SVCE including strategy and prioritization of regulatory and legislative action for Senior Manager, COO and CEO consideration.
- Represent SVCE in regulatory proceedings through preparation of data requests, written responses, position papers, analytical models, testimony, and exhibits.
- Track, review, analyze and summarize filings prepared by utilities and other entities that could impact SVCE and its customers.
- Track, analyze and interpret regulatory proposals and other policy issues with an eye toward impact on and response from SVCE.
- Represent SVCE at public forums at the legislature, the CPUC, CAISO, CEC or other state agencies.
- Under direction of the Senior Manager, work closely with technical experts and external regulatory counsel to develop effective and persuasive communications before the CPUC, California Energy Commission, California Air Resources Board, and other legal or regulatory bodies as needed.
- Write staff reports and presentations for Board and Committee meetings

- Performs related duties and responsibilities as required.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- California electric utility regulatory issues, CPUC regulatory practices, protocols, and procedures.
- California utility rate design, electric resource planning, demand resource solutions and regulatory relations.
- California legislative process and protocols
- Microsoft Office Suite including Excel, Word, Adobe Acrobat, and PowerPoint.
- Communications portals and web-based resources for regulatory and legislative activity.
- Depending upon the assignment, principles, and practices in the areas of energy efficiency, distributed energy resources, resource planning and procurement, ratemaking, and finance or other to be determined areas.

Ability to:

- Manage multiple priorities and quickly adapt to changing priorities in a fast-paced dynamic environment.
- Take responsibility and work independently, as well as coordinate team efforts within SVCE and the greater CCA community.
- Superior writing skills, especially related to regulatory filings, briefings, legislation, and related regulatory and legislative correspondence.
- Orally communicate complex topics in easy-to-understand presentations before the Board, staff and other audiences.
- Be thorough and detail oriented.
- Work accurately and swiftly under pressure.
- Demonstrate patience, tact, and courtesy at all times.

REQUIRED QUALIFICATIONS

Experience and Training Guidelines: *Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

EDUCATION: A Bachelor's Degree from an accredited university or college in economics, business administration, environmental science, public policy or a related field. A Master's Degree in economics, business administration, environmental science, public policy or a related field can substitute for up to one year of the required experience.

EXPERIENCE: Four (4) years of progressively responsible experience in regulatory affairs at an electric utility, regulatory agency, or legislative office with emphasis on electric procurement issues, energy efficiency, energy market structure, or a closely related field.

LICENSE. Possession and continued maintenance of a valid class C California driver's license with a safe driving record or the ability to provide alternate transportation as approved by the CEO.

PHYSICAL AND WORKING CONDITIONS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential job functions.

ENVIRONMENT: Work is performed in a typical office setting with exposure to computer screens and at public events (fairs, meeting rooms, farmers' markets, etc.) with moderate noise and will require some evening and weekend work. The noise level in the work environment is usually typical of an office environment and public events.

PHYSICAL: While performing the duties of this class, employees are regularly required to sit, walk, and stand; talk or hear, in person and by telephone; reach with hands and arms. Employees are occasionally required to walk, and stand for prolonged periods; stoop, bend, kneel and twist; and may lift up to 20 pounds.

Employees must be able to communicate in person, in writing, and by telephone with Board members, management, co-workers, vendors, consultants, and with the public in face-to-face, one-on-one, and group settings.

VISION: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and operate assigned equipment.

HEARING: Hear in the normal audio range with or without correction.

-----SVCE IS AN EQUAL OPPORTUNITY EMPLOYER-----