



Job Description: Assistant General Manager & Power Services Director

Summary

The Assistant General Manager, Power Services Director works under general supervision of the General Manager and has responsibility for a wide range of matters to support Valley Clean Energy Alliance's (VCE's) mission and internal functions.

The position will lead all aspects of power supply and power services planning and implementation, including:

- **Integrated Resource Planning:** Develop, coordinate, and communicate the IRP for Valley Clean Energy. Includes staying abreast of changing regulatory requirements and keeping management, Board and Advisory Committees informed.
- **Energy Procurement:** Energy load forecasting, research and due diligence for potential power supply opportunities, negotiation of power purchase agreements, development and execution of VCE's renewable, local and zero-carbon procurement efforts, schedule coordination and related CAISO/power services, invoice validation, issue identification, and contract dispute resolution. Additionally, responsible for communication and compliance reporting.
- **Contracts:** Has overall responsibility for technical and legal review of VCE contracts for power procurements and is a key member of the energy risk management and contract negotiation team
- **Other Power Services Responsibilities** as needed.

The Assistant General Manager also functions as the chief deputy to VCE's General Manager, backing that position up as may be needed on a variety of issues and tasks. The position will work in partnership with the General Manager in the areas of public communications, supervision of the leadership team, agency strategic planning and long-term budget/operations development, power supply and power services planning and implementation, staff and vendor management.