



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA

## POWER OPERATIONS AND SCHEDULING TEAM MANAGER

|  |  |   |
|--|--|---|
| <b>Group-Section:</b> Water System<br>Operations Group - Power<br>Operating and Planning Section | <b>FLSA Status:</b> Exempt<br><br><b>Bargaining Unit:</b> MAPA | <b>Salary Grade:</b> 066<br><br><b>Job #:</b> TM060 |
|--|--|---|

### JOB SUMMARY

Responsible for managing the daily power scheduling activities related to Metropolitan's wholesale power operations for the Colorado River Aqueduct (CRA), developing and verifying monthly energy invoicing for CRA and small hydro generator energy transactions, and analyzing projected CRA pumping operations to create and implement daily, monthly and yearly power plans for the CRA. Ensures the optimal use of the power resources available to operate the CRA pumps, including energy from Hoover Dam, Parker Dam, and third-party providers. Directs staff and outside parties in power transactions for the CRA, including quantities, cost, and level of acceptable risk and reviews the results of the transactions against the directives and energy industry pricing benchmarks. Manages Metropolitan's compliance with contract provisions and regulatory requirements associated with power operations. Areas of responsibility also include project management, cost projection, control and monitoring, development and refinement of power planning and procedures.

### OVERSIGHT

**Supervision Received:** Receives direction from Section, Assistant Group, or Group Manager.

**Supervision Given:** Manages and supervises a staff of professionals, technicians, and paraprofessional employees.

### JOB DUTIES

1. Manages buying and selling activities of the wholesale power transactions and power planning for the Colorado River Aqueduct pumps, ensuring energy demands and cost goals are met, including the optimization of energy resources available for the pumps.
2. Provides daily direction to staff and outside parties detailing energy plans and schedules, establishes energy price and availability risk limits, and confirms directives and instructions are properly implemented and followed.
3. Participates in daily Colorado River Aqueduct energy transaction negotiations, develops and monitors invoicing and payment procedures in wholesale energy agreements, and implements various wholesale energy contracts. Assists in power contract negotiations.
4. Develops and approves invoicing of and payment to third parties associated with wholesale energy transactions for the Colorado River Aqueduct and Metropolitan's hydro generators. Assures accurate and timely invoicing. Responsible for resolving disputes.
5. Oversees and ensures timely and accurate submittal of power related compliance and regulatory reports, and responds to requests for information from internal and external parties, including state and federal agencies.
6. Manages and directs the preparation of power reports, manages data, and makes presentations to senior management or other involved parties.

7. Supervises staff including selection, assignment and monitoring of work, coaching, counseling and performance assessment; reviews work for thoroughness, adherence to power operation procedures and accuracy of results. Assesses employees' competencies and develops training plans.
8. Represents Section Manager in his/her absence as appointed by the Group Manager.
9. Represents Metropolitan on various regional and regulatory committees that establish mandatory operating procedures and policies.
10. Provides general administration of the team including establishing and tracking team goals and objectives; analyzes team activities and prepares, develops and monitors team budget; evaluates resource needs and prepares staffing and consulting requests; reviews and approves time, reimbursement requests and purchases.
11. Performs other related duties as required.

## **EMPLOYMENT STANDARDS**

### **MINIMUM QUALIFICATIONS**

**Education and Experience:** Bachelor's degree from an accredited college or university and eight years of increasingly responsible relevant experience, of which two years must have been in a project management, supervisory or lead capacity; or an advanced degree from an accredited college or university and six years of increasingly responsible relevant experience, of which two years must have been in a project management, supervisory, or lead capacity.

**Required Knowledge of:** Current and emerging energy transaction processes; business continuity concepts; general engineering principles; current business and organizational management theories and practices; public sector personnel practices and regulations; financial, budgeting, and energy transaction settlement practices and procedures; management and supervisory concepts and techniques; team building; budgetary concepts and procedures; relevant federal, state, and local energy regulations and requirements; power & energy negotiation techniques; project management; and contract administration.

**Required Skills and Abilities to:** Edit and review internal & external technical reports; review and understand mathematical, engineering, and scientific concepts; interpret and analyze summarized scientific data; determine training needs; exercise judgment and discretion; operate computer equipment and use a variety of computer software applications including but not limited to word processing, spreadsheets and energy scheduling; encourage and facilitate cooperation; communicate effectively both orally and in writing on administrative, operational, and technical topics with both technical and non-technical audiences; represent Metropolitan to public agencies, regulatory bodies, and special interest groups; and establish and maintain effective working relationships with coworkers, other agencies and regulatory entities; and respond quickly and appropriately to inquiries from executive management.

Job Title: Power Operations and Scheduling Team Manager

Job Code: TM060

Adopted: 03/28/17

Revised: 08/01/24

Effective: 02/25/24

Supersedes: 04/10/17

Page: 2

## **Certificates, Licenses, And Registrations Requirements**

### **Certificates**

- None

### **Licenses**

- Valid California Class C Driver License

### **Registrations**

- None

## **DESIRABLE QUALIFICATIONS**

- Registration in good standing as a California Professional Electrical Engineer

## **PHYSICAL DEMANDS, WORK ENVIRONMENT, AND VISION REQUIREMENTS**

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered 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 functions.

**Physical Demands:** The work is sedentary. Typically, the employee may sit comfortably to do the work. However, there may be some walking; standing; bending; carrying of light items such as paper, books, or small parts; driving an automobile, etc. No special physical demands are required to perform the work.

**Work Environment:** The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences or commercial vehicles, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated.

**Vision Requirements:** No special vision requirements.