



# Senior Manager, Power Supply

<b>Job Code</b>	20000039	<b>Job Family</b>	Senior Manager	<b>Leader</b>	
<b>Department</b>	Power Supply	<b>Reports to</b>	AGM Gen Pwr Rates & Trans Mgmt	<b>Union Status</b>	Non-Represented
<b>FLSA Status</b>	Exempt	<b>Pay Grade</b>	2063		
<b>Last Updated</b>	8/29/2022				

### Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

## Job Summary

Provides vision, leadership, management and expertise on all aspects of the District's power supply planning functions to ensure adequate, low-cost, sustainable power supply, consistent with the District's mission, goals and values. Oversees long term power supply planning and acquisition of new resources and issues related to power and transmission contracts and markets. Knowledge and involvement in policy issues related to power supply, transmission and markets. Establishes work priorities, staff assignments and administrative procedures.

## Accountabilities

### Accountability #1

Creates a culture of caring, mutual respect and trust that empowers employees to do their best work for the benefit of team members, customers, partners and stakeholders. Provides employees the opportunity to develop through training, positive feedback and coaching. Leads positive change in the organization, recognizes employee performance and achievements, is open to receiving feedback from employees and creates a safe, equitable and inclusive environment. Ensures staff understands and complies with District Directives, safety rules and other related policies and procedures. Ensures department goals and objectives align with District goals and objectives. Ensures that the department is appropriately staffed, including determining the needs of the department to ensure that employee skill sets match the work, ensures the right person is hired for the right job and that the right employee is doing the right job.

### Accountability #2

Leads and creates a culture of continual improvement that delivers outstanding value to our customers by recognizing opportunities for improved efficiency and effectiveness and working with employees to create positive change. Develops accurate budgets, track actuals and make adjustments through the year as needed and similar responsibilities.

### Accountability #3

Deliver exceptional value to our customers through fiscally responsible planning and management by leading and delivering planning work for a reliable, sustainable, and low-cost long-term power supply and transmission portfolio. This includes leading, coordinating and delivering required planning documents, processes and public meetings in accordance with Federal, State and Local regulations. Ensures compliance with all Federal, State and Local regulations in regards to power supply and transmission and similar responsibilities.

### Accountability #4

Increase the public's confidence in the quality of contract negotiation and management by leading contract negotiations for power and transmission contracts, including negotiations with BPA. Ensures

power and transmission contracts with BPA and others are managed and administered appropriately. Works with BPA on commercial and business practices, changing policies and terms and conditions to meet evolving business models related to transmission and markets in the region. Delivers recommendations to the Executive Leadership Team and the Commission on long-term power supply and transmission contracts. Resolves issues connected with the District's various power and transmission contracts with BPA, Energy Northwest, renewables, small power production and other power supply agreements and similar responsibilities.

**Accountability #5**

Demonstrate powerful partnership that meaningfully advocates for our communities by maintaining current knowledge of local and regional power supply, transmission, and market issues. Ensures District interests are represented at regional forums, meetings, workgroups and legislative and rule making proceedings in regards to power supply, transmission, and market related issues. Develops strong relationships with regional entities that enable the District to shape and influence the region. Delivers analysis and recommendations of power supply, transmission and market issues, policy and regulation to the Commission, Executive Leadership Team, other District staff, and outside entities, and similar responsibilities.

**Accountability #6**

**Accountability #7**

**Accountability #8**

**Accountability #9**

**Accountability #10**

**Minimum Qualifications Note**

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be

made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please contact Human Resources at [HRRecruiting@snopud.com](mailto:HRRecruiting@snopud.com), or by phone at 425-783-8655.

### Qualifications – Education and Experience

**Minimum Required Education and Experience:**

Bachelor's Degree in Economics, Business, Engineering, Math, Science, or related field, AND Six (6) years of progressively more responsible experience in power supply operation or planning, power scheduling, rates or other related utility work.

**Preferred Education and Experience:**

Master's Degree in Economics, Business, Engineering, Math or Science

### Qualifications – License(s) and/or Certification(s)

**Minimum Required License(s) and/or Certification(s):**

Ability to travel to business meetings.

**Preferred License(s) and/or Certification(s):**

### Qualifications – Skills and Abilities

**Minimum Required Skills and Abilities:**

Federal, State and local regulations regarding generating resources and power supply agreements  
Long and Short term load forecasting  
Bonneville Power Administration contracts and procedures  
Project management, negotiation, relationship building/partnering, and conflict management/mediation.  
Energy markets and Regional Transmission Organizations  
Communicate effectively, both orally and in writing, with all levels of the organization, outside agencies, and the public

Organize and manage complex projects.  
Build and manage effective teams and facilitate alignment with District goals and objectives.  
Use independent and discretionary judgment.  
Manage and coordinate the work of others.  
Manage confidential information  
Use computer applications including word processing, spreadsheets and data bases  
Perform financial modeling and cost projection.  
Manage budgets and resources  
Facilitate continuous improvement  
Negotiate contracts

***Preferred Skills and Abilities:***

**Competencies**

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Leader” at the Senior Manager level.

Adaptability  
Building Customer Relationships  
Building Talent  
Business Acumen  
Coaching  
Communication  
Continuous Learning  
Courage  
Creating a Culture of Trust  
Creating an Inclusive Environment  
Cultivating Networks and Partnerships  
Customer Focus  
Delegation and Empowerment  
Driving for Results  
Driving Innovation  
Emotional Intelligence Essentials  
Facilitating Change  
Financial Acumen  
Guiding Team Success  
Initiating Action

Inspiring Others  
 Leveraging Feedback  
 Planning and Organizing  
 Positive Approach  
 Professional Knowledge and Aptitude  
 Strategic Planning  
 Stress Tolerance

## Physical Demands

### Physical Demands List

### Frequency

Sit	Constant (67-100%)
Walk	Seldom (1-10%)
Stand	Seldom (1-10%)
Drive	Seldom (1-10%)
Work on ladders	Never
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Never
Twist	Never
Bend/Stoop	Never
Squat/Kneel	Never
Crawl	Never
Reach	Never
Work above shoulders (note specific activity in open text box below)	Never
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Never
Fine finger manipulation	Constant (67-100%)
Operate foot controls	Seldom (1-10%)
Lift (note weight in open text box below)	Never
Carry (note weight in open text box below)	Never
Push/Pull (note specifics in open text box below)	Never
Work rapidly for long periods	Seldom (1-10%)
Use close vision	Frequent (34-66%)
Use distance vision	Seldom (1-10%)
Use color vision	Frequent (34-66%)
Use peripheral depth perception	Seldom (1-10%)
Speak	Occasional (11-33%)
Hear	Frequent (34-66%)

**Additional Physical Demands not listed above and associated frequency below.**

## **Mental Demands**

<b>Communication</b>	<b>Frequency</b>
Understand and carry out simple oral instructions	Occasional (11-33%)
Understand and carry out complicated oral instructions	Occasional (11-33%)
Train other workers	Occasional (11-33%)
Work alone	Occasional (11-33%)
Work as a member of a team	Frequent (34-66%)
Follow standards for work interactions	Frequent (34-66%)
Write communications for clarity and understanding	Occasional (11-33%)
Speak with clarity with others	Occasional (11-33%)
<b>Comprehension</b>	<b>Frequency</b>
Read and carry out simple instructions	Occasional (11-33%)
Read and carry out complicated instructions	Occasional (11-33%)
Retain relevant job information	Constant (67-100%)
<b>Reasoning</b>	<b>Frequency</b>
Read and interpret data	Frequent (34-66%)
Count and make simple arithmetic additions and subtractions	Occasional (11-33%)
Use intermediate and/or advanced math	Occasional (11-33%)
<b>Organization</b>	<b>Frequency</b>
Plan own work activities	Constant (67-100%)
Plan work activities of others	Occasional (11-33%)
Direct work activities of others	Occasional (11-33%)
<b>Resilience</b>	<b>Frequency</b>
Work under pressure	Seldom (1-10%)
Work for long periods of time	Seldom (1-10%)
Work on several tasks at the same time	Occasional (11-33%)

**Additional Mental Demands not listed above and associated frequency below.**

## Work Environment

### Environmental Conditions List

### Frequency

Exposure to weather	Never
Wet and/or humidity	Never
Atmospheric conditions	Never
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

**Additional Environmental Conditions in this job not listed above and the associated frequency below.**

### Risk Conditions List

### Frequency

Exposure to Heights	Never
Exposure to Electricity	Never
Exposure to Toxic or Caustic Chemicals	Never
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Never
Exposure to animals	Never
Working with angry customers	Never

**Additional Risk Conditions present in this job not listed above and the associated frequency below.**

## On-Call Status and Frequency

**On-Call is required.**

- Yes  
 No

**On-call activities and frequency.**

## Work Location

**The primary assignment for this position is:**

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.