



State of California
California Energy Commission
DUTY STATEMENT
CEC-004 (Revised 5/2023)

Classification: Electric Generation System Program Specialist II

Working Title: Electric Vehicle Grid Integration Principal

Position Number: 535-610-4848-XXX

Division/Branch: Fuels and Transportation Division / Zero Emissions Vehicles Acceleration Branch

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): E

Effective Date: TBD

Conflict of Interest (COI): Yes No

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Program (Branch) Manager in the Zero Emissions Vehicles Acceleration Branch within Fuels and Transportation Division (FTD), the incumbent provides technical leadership in the planning, development, and implementation of the Energy Commission's Clean Transportation Program and vehicle-grid integration; conducts the most complex analyses and develops strategies to transition California's electric vehicle charging infrastructure to achieve the goal's of the state. As the principal subject matter expert and a most highly skilled practitioner, the incumbent serves as an innovator, with a high degree of knowledge, skills, and expertise at a high working level, performing duties needing expert knowledge; conducts the most complex technical and techno-economic analyses of vehicle-grid integration and informs decision-makers on strategies for achieving the state's energy goals; and fosters governmental and private sector collaboration. The incumbent develops grant funding opportunities, develops and manages agreements, and engages in other funding and non-funding activities to support vehicle-grid integration and vehicle to grid advancement. The incumbent works with management to innovate and implement strategy and with staff to develop work products and information that are accurate, objective, timely, and useful in meeting the CEC's mission. The incumbent provides mentoring to other staff to develop technical expertise. The incumbent works with minimal to no supervision over tasks, and will both collaborate with and take direction from management in identifying, developing, and executing work products.

Essential Duties

- 30% **Analysis:** Independently plans, organizes, and conducts technical, economic, and other complex analysis of transportation energy technologies, with emphasis on vehicle-grid integration, including vehicle-to-grid, vehicle-to-building, and vehicle-to-home, for Clean Transportation Program investment planning, solicitations, projects, and benefits assessment. The incumbent will be responsible for the most complex tasks in the portfolio.
- 15% **Advisement:** Advises division leadership, Commissioners, legislative bodies, and stakeholders on topics relevant to vehicle-grid integration, including vehicle-to-grid, vehicle-to-building, and vehicle-to-home, in order to inform Clean Transportation Program investment planning, policymaking, and energy sector decision-making. The incumbent will be responsible for the most complex tasks in the portfolio.
- 10% **Modeling:** Evaluates the design and implementation of modeling approaches for examining electric generation and related energy systems, including modeling of technology costs, performance, and market potential. The incumbent will be responsible for the most complex tasks in the portfolio.
- 10% **Market and Technology Transfer:** Develops strategies and tools to facilitate the progression of energy technologies into the market, including through market pull policies such as rebates, codes and standards, and public procurement. Enables market adoption of emerging energy technologies and supports technological advancement, by fostering collaborations with other Energy Commission divisions, government agencies, and private industry, as well as organizing public workshops and symposiums to share RD&D results and methodologies. The incumbent will be responsible for the most complex tasks in the portfolio.
- 10% **Deliverables:** Produces high-quality, timely, and accessible deliverables, including written products, briefings, presentations, and other communications, leveraging expertise in vehicle-grid integration. Contributes to the development of investment plans, annual reports, integrated energy policy reports, and other agency deliverables. The incumbent will be responsible for the most complex tasks in the portfolio.
- 10% **Policy and proceedings:** Tracks and analyzes state, federal, and international energy policy to inform Fuels and Transportation Division initiatives. As relevant to the areas of focus, participates in proceedings and other public processes, such as policy development processes of the California Public Utilities Commission, the California Air Resources Board, and the California Independent System Operator. The incumbent will be responsible for the most complex tasks in the portfolio.
- 10% **Coordination and Outreach:** Monitor and, as requested by management, participate and/or present at external proceedings and activities identified by management. Attend webinars and workshops; review papers, proposals, and comments; and engage with other agency staff and other participants as appropriate. Provide briefings and updates to FTD, other divisions, the Executive Office, and Commissioners on various proceedings, the decisions being made, and the impact those decisions could have on the Clean Transportation Program. The incumbent will be responsible for the most complex tasks in the portfolio.

Marginal Duties

- 5% Perform other duties as required, consistent with the specifications of the classification.



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Working Conditions

The CEC supports a hybrid workplace model with office-based and remote-centered workers. Limited in-person attendance and occasional travel may be required based on the needs of the division. Regular and consistent attendance is essential to successful performance. Workhours beyond the eight-hour workday or forty-hour workweek may at times be required. This position is remote-centered, which means the incumbent works 50 percent or more of their time from an alternate work location.

Diversity and Inclusion Statement

Serving all Californians, the CEC embodies diversity, equity, and inclusion, and has taken an active and meaningful role in creating an environment that enables each employee to thrive.

Employee's Acknowledgement: I certify that I am able to perform, with or without the assistance of a reasonable accommodation, the essential duties of this position.

Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____

Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): _____

Supervisor's Signature: _____ **Date:** _____



State of California
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DUTY STATEMENT
CEC-004 (Revised 5/2023)

Classification: Electric Generation System Program Specialist I

Working Title: Electric Vehicle Grid Integration Expert

Position Number: 535-610-4847-XXX

Division/Branch: Fuels and Transportation Division / Zero Emissions Vehicles Acceleration Branch

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): E

Date Approved: TBD

Conflict of Interest (COI): Yes No

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Branch Manager in the Zero Emissions Vehicles Acceleration Branch within Fuels and Transportation Division (FTD), the incumbent provides technical leadership in the planning, development, and implementation of the Energy Commission's Clean Transportation Program and vehicle-grid integration; conducts complex analyses and develops strategies to transition California's electric vehicle charging infrastructure to achieve the goal's of the state. As a subject matter expert and a most highly skilled practitioner, the incumbent serves as an innovator, with a high degree of knowledge, skills, and expertise at a high working level, performing duties needing expert knowledge; conducts the most complex technical and techno-economic analyses of vehicle-grid integration and informs decision-makers on strategies for achieving the state's energy goals; and fosters governmental and private sector collaboration. The incumbent develops grant funding opportunities, develops and manages agreements, and engages in other funding and non-funding activities to support vehicle-grid integration and vehicle to grid advancement. The incumbent works with management to innovate and implement strategy and with staff to develop work products and information that are accurate, objective, timely, and useful in meeting the CEC's mission. The incumbent provides mentoring to junior staff to develop technical expertise.

Essential Duties

30% **Analysis:** Independently plans, organizes, and conducts technical, economic, and other complex analysis of transportation energy technologies, with emphasis on vehicle-grid integration, including vehicle-to-grid, vehicle-to-building, and vehicle-to-home, for Clean Transportation Program investment planning, solicitations, projects, and benefits assessment.

- 15% **Advisement:** Advises division leadership, Commissioners, legislative bodies, and stakeholders on topics relevant to vehicle-grid integration, including vehicle-to-grid, vehicle-to-building, and vehicle-to-home, in order to inform Clean Transportation Program investment planning, policymaking, and energy sector decision-making.
- 10% **Modeling:** Evaluates the design and implementation of modeling approaches for examining electric generation and related energy systems, including modeling of technology costs, performance, and market potential.
- 10% **Market and Technology Transfer:** Develops strategies and tools to facilitate the progression of energy technologies into the market, including through market pull policies such as rebates, codes and standards, and public procurement. Enables market adoption of emerging energy technologies and supports technological advancement, by fostering collaborations with other Energy Commission divisions, government agencies, and private industry, as well as organizing public workshops and symposiums to share RD&D results and methodologies.
- 10% **Deliverables:** Produces high-quality, timely, and accessible deliverables, including written products, briefings, presentations, and other communications, leveraging expertise in vehicle-grid integration. Contributes to the development of investment plans, annual reports, integrated energy policy reports, and other agency deliverables.
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Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____

Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): _____

Supervisor's Signature: _____ **Date:** _____