



STATE OF CALIFORNIA

DUTY STATEMENT

CEC-004 (Revised 2/2022)

Classification(s): Energy Resources Specialist III (Supervisory)

Working Title: Renewable Integration Supervisor

Position Number: 535-320-4813-xxx

Division/Branch: Energy Research and Development/Energy Generation Research

Collective Bargaining Identifier (CBID): S10

Work Week Group (WWG): E

Effective Date: July 2022

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 Energy Resources Specialist III (Managerial) for the Energy Generation Research Branch (EGRB Manager), the Energy Resources Specialist III (Supervisory) serves as the Supervisor for Renewable Integration (RI) unit. The Supervisor performs a variety of supervisory, program evaluation and planning; policy analysis and formulation; technical evaluation; prioritizing and directing energy research, development, and demonstration (RD&D) portfolio to advance technology strategies and analyses which promote increased penetration of renewable generation, distributed energy resources, and advanced microgrid and smart grid components to meet the state's decarbonization, affordability, and equity objectives. The incumbent will supervise a team of scientists and engineers that are advancing technology research, development, and demonstration (RD&D) that advances renewable generation, distributed energy resources, and microgrid and smart grid technologies. The team will also address how advancing new and emerging technologies can help California achieve a carbon-free electric grid by 2045.

The RI Supervisor: (1) oversees RD&D program planning for RI and the administration of tens of millions of dollars of public RD&D funding, which involves economic and market analyses, development and assessment of RD&D opportunities, and engagement of internal and external RD&D partners – including technology firms, national laboratories, academic institutions, among others; (2) leads the identification, tracking, and communication of the benefits of the RI RD&D

portfolio; (3) serves as an expert on renewable energy and advanced generation topics for the Energy Research and Development Division (ERDD), which conducts RD&D to advance science and technology not adequately provided by regulated and competitive markets, and for the Commission more broadly.

Essential Duties

50% Plans, directs, oversees, and coordinates a staff of technical and scientific specialists in their analyses and evaluation of renewable generation, distributed energy resources, and microgrid and smart grid technologies, and energy policies/planning. Independently analyzes and advises Commission management on the most complex energy R&D issues including legislation, ordinances, or regulations; new policies being proposed by the Commission or other agencies; and implications of energy R&D proposals. Ensures that technical and policy documents prepared by staff and outside consultants are coordinated and integrated with other technical disciplines; consistent with Division and Commission policies and objectives; technically adequate and accurate; and appropriate for the intended audience. Ensures a high degree of quality control (rigorous analytical foundation and meticulous writing technique) over all products originating with staff in the unit and ensures timely completion of staff assignments.

Fosters a positive work environment, supports positive recognition, and enforces personnel disciplinary actions as necessary to maintain high performance, morale, and equity across the unit and Division. Provides supervision for all individuals within the unit; communicates with staff through routine meetings; provides staff training, individual performance monitoring, and feedback and coaching to assist staff in meeting and exceeding performance standards; sustains individual and team motivation; assists staff in career development; and completes personnel actions to recruit and promote staff.

25% Brief and advise management on a broad spectrum of technology areas listed above. Provide management project and program updates, and make recommendations to the Manager, Division management, Executive Office, and Commission policy committees. Develop the goals and objectives of the RI team in collaboration and consultation with technical experts, the Manager, Division management, and Commissioners.

20% Consult with stakeholders including representatives from government RD&D organizations and utility representatives, private developers, and technical experts to identify RD&D opportunities for renewable and advanced energy technologies and systems in California; and define, develop and implement RD&D projects that provide significant public benefits to California and meet the policy and technical objectives of the Commission and Division. Make presentations at workshops and conferences and provide expert testimony at hearings sponsored by the Energy Commission, Public Utilities Commission, and other agencies.

Marginal Duties

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

Working Conditions

The California Energy Commission offers a hybrid workplace model that is designed to support a distributed workforce of both office-based and remote-centric workers that relies on a high level of telework. Limited-in person attendance and occasional travel may be required based on the needs of the division. Regular and consistent attendance - whether office-based or remote-centric - is essential to the successful performance in this position. This position is remote centered which means the incumbent works 50 percent or more of their time monthly from an alternate work location (i.e., teleworking).

Diversity and Inclusion Statement

As a state agency serving all Californians, the California Energy Commission is committed to being an organization that embodies diversity, equity, and inclusion. The Energy Commission plays 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): Kevin Uy _____

Supervisor’s Signature: _____ **Date:** _____