



**State of California**  
**California Energy Commission**  
**DUTY STATEMENT**  
CEC-004 (Revised 4/2024)

**Classification:** Electric Generation System Program Specialist II

**Working Title:** Western Interconnection Lead Specialist

**Position Number:** 535-810-4848-003

**Division/Branch:** Energy Assessments/Reliability Analysis Branch -- Administration

**Collective Bargaining Identifier (CBID):** R09

**Work Week Group (WWG):** E

**Date Approved:** April 16, 2026

**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 Manager of the Reliability Analysis Branch in the Energy Assessments Division (EAD), the incumbent is the most highly skilled practitioner who serves as the prime resource and innovator relating to the activities and work of the Western Interconnection. The incumbent independently leads and performs the most difficult and complex engineering, economic, policy analysis relating to electric reliability, electricity system markets, electric transmission, electric generation technologies and performance, and electricity system operations throughout the Western Interconnection. Analysis performed by the incumbent provides decision-makers and the public with timely, useful information and objective analyses of electricity systems, markets, and issues throughout the Western Interconnection and the relation to California electric system reliability and provides advice on strategy for engagement and analysis. The incumbent directly supports commissioners and advisors who represent California on western state entities. The incumbent serves as a lead for California Energy Commission's (CEC) role in developing the analysis of strategies and options for transitioning California's electricity system to achieve the goals of the state's 100 percent clean electricity and economy-wide decarbonization goals.

As a subject matter expert, the incumbent utilizes a background in electric reliability, project management, and identifying trends for planning and decision making to provide expert consultative services on the feasibility, impact, or potential of a variety of operations, projects, or proposals throughout the Western Interconnection. These assignments require a high degree of knowledge, expertise, and skill beyond the EGSPS I level, and knowledge of electric system

reliability, electricity markets and electric system resource planning. The incumbent works with management to develop 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.

The EAD assesses California's electricity, natural gas, petroleum, and transportation systems and trends to provide information to the state's decision makers and the public. These assessments inform the development, and implementation, of energy policies that balance the need for adequate resources with economic, public health, safety, and environmental goals. The Reliability Analysis Branch has primary responsibility of assessing California's electricity supply and system, electricity reliability, identifying trends for planning and decision making, as well as identifying and analyzing decarbonization strategies as California transitions toward a clean energy future.

## **Essential Duties**

### **35% Coordination and Outreach:**

Serve as the CEC's lead specialist and coordinator related to issues and activities pertaining to the Western Interconnection. Monitor, analyze, and strategically participate in complex regulatory and policy proceedings, as directed by management, before the Western Interstate Energy Board, Western Electric Coordinating Council, Western Interconnection Regional Advisory Body, Western Conference of Public Service Commissioners, Western Regional Partnership, California Public Utilities Commission, California Independent System Operator, and other outside agency proceedings and activities identified by management. Attend webinars and workshops and represent the Department in high-visibility venues by participating in and, when appropriate, presenting at meetings, workshops, and stakeholder forums. Conduct comprehensive reviews of technical papers, proposals, and comments; and collaboratively engage with other agency staff and other participants as appropriate. Provide briefings and updates to the EAD, other divisions, the Executive Office, and Commissioners on various proceedings, the decisions being made, and the impact those decisions could have on electric system reliability and resource planning, as well as strategic recommendations on engagement.

**30% Technical Analysis, Advisement, and Reporting:** Serve as a technical lead, primary resource, and most highly skilled subject matter expert on the development of technical analysis and reports and provide direct support to EAD leadership, Commissioners and Advisors on topics related to the Western Interconnection. Act as subject matter expert on California's electric system reliability, electricity markets and trends, and resource planning in the context of the Western Interconnection, developing technical materials and making policy recommendations to address key concerns and emerging issues. Utilize existing technical analyses, policy reports, market analytics, and studies developed for specific projects and stay abreast of current analytical tools used throughout the Western Interconnection. Synthesize and communicate complicated information in a simple consumer-friendly manner. Prepare reports, testify at



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**California Energy Commission**  
**DUTY STATEMENT**  
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hearings, and make presentations to staff, management, and the public on issues associated with California's and the Western Interconnection's electric system reliability, electricity markets and trends, and resource planning. Review written materials and provide expert feedback.

**20% Interagency Representation:**

Serve as the primary CEC representative in Western Interconnection and interagency forums, providing authoritative expertise on complex technical, market, and reliability issues. Independently interpret and communicate objective findings from advanced power system, market, and resource planning analyses to executive decision-makers, state and federal agencies, regional entities, and the public, supporting the Commission's role as California's lead energy planning organization. Lead the development of high-quality oral and written materials including briefings, reports, and presentations on California's electric system reliability, Western electricity market dynamics, and long-term resource planning trends. Present analytical results and technical assessments in accessible terms for CEC executive management, cross-agency partners, and public stakeholders, ensuring clarity, accuracy, and policy relevance. Provide strategic recommendations on the CEC's engagement in Western Interconnection processes, identifying opportunities to advance state energy objectives and strengthen coordination with regional planning organizations. Advise management on emerging issues, risks, and strategic implications for California within the broader Western grid.

**10% Energy Analysis:** Serve as the lead technical coordinator, prime resource, and most highly skilled subject matter expert for EAD's contribution to analyses of California's electric system reliability, electricity markets and trends, and resource planning in the context of the Western Interconnection. Lead the development of study scopes, analytical workplans, and report development. Work with a wide variety of technical analyst and experts to facilitate effective project planning, management, and communication. Track project progress, identify barriers and limitations, suggest project alternatives and adjustments, report on progress, and make recommendations. Coordinate the development of project documentation, study results, and recommendations. Act as EAD's primary author for Western Interconnection related reports and other products. Plan, develop, organize, manage, and conduct technical analyses, studies, and assessments related to electricity system reliability for near-term and long-term planning purposes.

**Marginal Duties**

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

## **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. Work hours 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):** Liz Gill

**Supervisor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



State of California  
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**DUTY STATEMENT**  
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**Classification:** Electric Generation System Program Specialist I

**Working Title:** Western Interconnection Lead

**Position Number:** 535-810-4847-XXX

**Division/Branch:** Energy Assessments/Reliability Analysis Branch -- Administration

**Collective Bargaining Identifier (CBID):** R09

**Work Week Group (WWG):** E

**Date Approved:** April 16, 2026

**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 Manager of the Reliability Analysis Branch in the Unit within Energy Assessments Division (EAD), the incumbent independently leads and performs the most difficult and complex engineering, economic, and policy analysis relating to the activities and work related to the Western Interconnection. The incumbent serves as the California Energy Commission's (CEC) technical lead regarding the Western Interconnection. and performs complex engineering, economic, and policy analysis relating to electric reliability, electricity system markets, electric transmission, electric generation technologies and performance, and electricity system operations throughout the Western Interconnection. This role assists the state in the analysis of strategies and options for transitioning California's electricity generation, transmission and distribution system to achieve the state's goals of 100 percent clean energy resources while maintaining electricity reliability. As a subject matter expert, the incumbent utilizes a background in electric reliability, project management, and identifying trends for planning and decision making to provide expert consultative services on the feasibility, impact, or potential of a variety of operations, projects, or proposals, especially those related to the Western Interconnection. These assignments require a high degree of knowledge, expertise, and skill beyond the journey level, and knowledge of electric system reliability, electricity markets and electric system resource planning. The incumbent works with management to 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.

The EAD assesses California's electricity, natural gas, petroleum, and transportation systems and trends to provide information to the state's decision makers and the public. These assessments inform the development, and implementation, of energy policies that balance the need for adequate resources with economic, public health, safety, and environmental goals. The Reliability Analysis Branch has primary responsibility of assessing California's electricity supply and system, electricity reliability, identifying trends for planning and decision making, as well as identifying and analyzing decarbonization strategies as California transitions toward a clean energy future.

## Essential Duties

- 35% **Coordination and Outreach:** Monitor and, as requested by management, participate and/or present at Western Interstate Energy Board, Western Electric Coordinating Council, Western Interconnection Regional Advisory Body, Western Conferences of Public Service Commissioners, Western Regional Partnership, California Public Utilities Commission, California Independent System Operator, and other outside agency 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 the EAD, other divisions, the Executive Office, and Commissioners on various proceedings, the decisions being made, and the impact those decisions could have on electric system reliability and resource planning.
- 30% **Technical Analysis, Advisement, and Reporting:** Serve as a technical lead primary subject matter expert and resource regarding the development of technical analysis and reports and provide direct support to EAD leadership, Commissioners and Advisors on topics related to the Western Interconnection. Act as subject matter expert on California's electric system reliability, electricity markets and trends, and resource planning in the context of the Western Interconnection, developing technical materials and making policy recommendations to address key concerns and emerging issues. Utilize existing technical analyses, policy reports, market analytics, and studies developed for specific projects and stay abreast of current analytical tools used throughout the Western Interconnection. Synthesize and communicate complicated information in a simple consumer-friendly manner. Prepare reports, testify at hearings, and make presentations to staff, management, and the public on issues associated with California's and the Western Interconnection's electric system reliability, electricity markets and trends, and resource planning. Review written materials and provide expert feedback.
- 15% **Interagency Representation:** Act as the primary CEC representative in Western Interconnection and interagency activities, communicating objective findings from technically complex analyses to decision-makers, other government agencies, and the public to support the CEC in its role as the state's primary energy planning agency. Develop oral and written presentations and reports on California's electric system reliability, electricity markets and trends, and resource planning in the context of the Western Interconnection for workshops and interagency planning forums, including explaining the results of complex technical analysis to CEC executive management and other stakeholders as well as the general public.
- 10% **Energy Analysis:** Serve as the lead technical coordinator, primary resource and subject matter expert for EAD's contribution to analyses of California's electric system reliability, electricity



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

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**Supervisor's Name (Print):** Liz Gill

**Supervisor's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_