



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

Classification(s): Electric Generation System Program Specialist II

Working Title: Program Environmental Impact Report Project Manager

Position Number: 535-780-4848-951

Division/Branch or Office: Siting, Transmission, and Environmental Protection Division / Climate Initiatives Branch

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): E

Date Approved: October 26, 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 and Project Supervisor (PPS) of the Land Use Planning Unit in the Climate Initiatives Branch of the Siting, Transmission, and Environmental Protection (STEP) Division, the Electric Generation System Program Specialist II (EGSPS II) is the most highly skilled practitioner who serves as the prime resource and innovator related to electric generation systems, interconnection, permitting, and project development. The incumbent may function as leader or member of an interdisciplinary team, or coordinate the efforts of technical staff, engage with representatives of various governmental agencies and consultants to support the California Energy Commission's role in achieving the state's reliability and clean energy goals.

As a subject matter expert, the incumbent will serve as the lead staff and project manager for the Program Environmental Impact Report (PEIR) required by Senate Bill (SB) 254, and related activities. SB 254 requires the CEC to develop a PEIR to analyze the development of a class or classes of clean energy facilities in the state, with a goal of ensuring that California's environmental review processes are streamlined and optimized to ensure the most efficient process to approve clean infrastructure projects in a manner that does not weaken environmental protections or public

participation. The incumbent will independently provide overall project management of the PEIR effort and be responsible for managing consultants, leading internal, interagency, and external engagement and coordination, and oversight of all PEIR related work products.

Essential Duties

- 35% **Project Management:** Provide overall project management for the SB 254 Program Environmental Impact Report (PEIR) effort. Lead development of the PEIR, including scoping, public process, and document production, with emphasis on analyzing classes of clean energy generation facilities and their potential impacts. Manage consultant contract and coordination. Manage internal and interagency activities in a collaborative and productive manner. Ensure compliance with California Environmental Quality Act (CEQA) guidelines and process, including issues related to siting and permitting of generation resources.
- 35% **Outreach and Engagement:** Lead and coordinate interagency consultation and engagement with local governments, technical experts, and stakeholders, including community-based organizations, environmental justice groups, environmental non-governmental organizations, and members of the public. Work with Tribal Liaisons on Tribal outreach and consultation, including holding tribal listening sessions and participating in tribal working group meetings. Plan and coordinate the PEIR proceeding activities, including conducting public workshops, reviewing public comments, and responding to inquiries related to clean generation development pathway, and producing formal work products.
- 20% **Technical Analysis:** As the highly skilled subject matter expert, independently plan, organize, lead and evaluate technical analysis and work product. Develop and provide the more difficult technical oversight, including data gathering, analyzing and summarizing data, and technical analysis of impacts, mitigation, and alternatives for classes of clean energy generation. Provide technical review of consultant work and public-facing materials.
- 5% **Coordination:** Provide briefings and updates to the STEP Division, other divisions, the Executive Office, and Commissioners on PEIR-related proceedings, the decisions being made, and the impact those decisions could have on planning for clean energy development. Represent the Commission in working groups and external meetings; participate in briefings, meetings, workshops, hearings, technical conferences, and other public forums.

Marginal Duties

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



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Knowledge, Skills, and Abilities

Knowledge of: California Public Resources Code pertaining to energy conservation and development; design and operation of existing electrical generating facilities (nuclear, coal, oil, combustion, and hydro), advanced electrical generating technologies; environmental and economic aspects of various fuel types; generation expansion modeling techniques and approaches; electricity system planning and operation; power system economics; alternative generation technologies and environmental consequences of generation facility construction and operation.

All of the above, and principles, practices and trends of management and supportive services such as budget, personnel, planning, program evaluation or related areas; principles and practices of employee supervision, development and training; program management, formal and informal aspects of the legislative process; the administration and environmental goals and policies; and governmental functions and organization at the State and local level.

Ability to: Evaluate alternative generation methods; develop viable resource plans and supply mix strategies; analyze environmental and economic impacts; evaluate utility proposed resource plans for compatibility with electrical demand forecast; design and use mathematical modeling techniques for use in generation system planning; develop and present oral and written testimony in resource planning and environmental impacts; analyze energy and electricity data and develop technical information both orally and in writing; consult with and advise Office Managers, Division Administrators and Commissioners on a wide variety of electric generation system planning subject-matter areas; coordinate the work of others, act as a team or conference leader.

Perform all of the above, and reason logically and creatively and utilize a variety of analytical techniques to resolve complex managerial problems; review and edit written reports; utilize interdisciplinary teams effectively in the conduct of studies; manage a complex energy program; establish and maintain project priorities; and develop and effectively utilize all available resources.

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. 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): Frederick Hochberg _____

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