

Light & Power Director



Job Code
E019

FLSA Status
Exempt

Job Family
UTILITIES

Career Grouping
EXECUTIVE

Job Function
STRATEGY

Job Sub Family
ELECTRIC

Job Level
E1

Job Summary

Work related to directing and managing operations of Light and Power Department by developing and administering staff, plans, budgets, rates, services and departmental policies and procedures. Provides general oversight and direction of work of the Electric Field Services Department, Electric Systems Engineering, Standards Engineering, Electric Systems Design & Information Technology, and Project Management/Development Review Divisions.

Essential Duties and Responsibilities

- Responsible for the overall operational results provided by Light & Power operations.
- Serves with other Utilities' department managers as member of the Utilities Service Area management team.
- Develops and administers short term and long range plans, policies and procedures based on the goals and objectives of the Utilities Service Area and City.
- Ensures financially successful operations of the enterprise to provide funding for general government operations.
- Directs the preparation of Light & Power's budget based on the goals and objectives of the Utilities Service Area and City.
- Monitors the department's budget and authorizes expenditures.
- Coordinates and communicates with Platte River Power Authority (PRPA) Board Members, Mayor and the City Council Board Member for PRPA
- Reviews and analyzes programs, operations and associated costs forecasting departmental progress with regard to stated objectives and future needs.
- Develops short and long range master plans to meet the future needs for electric service within the City.
- Evaluates the results of overall operating and service levels and provides regular reports to the Executive Director and Electric Board as needed.

- Provides general oversight, direction and regular review for all direct reports under supervision.
- Ensures that all Light & Power activities and operations are carried out in compliance with local, state and federal regulations and laws governing business operations.
- Maintains a sound plan of corporate organization establishing policies to insure adequate management development and to provide for capable management succession.
- Develops and implements procedures and controls to promote communication and adequate information flow.
- Committed to and responsible for Safety focused Lock out/Tag out initiatives for safe work practices, stop work authority, etc..
- Develops and maintains masterplans related to system, distributive generation, microgrids, solar integration, and GHG reduction programs.
- Reviews proposed state and federal regulations and legislation regarding electric distribution, transmission and generation to determine their impact on the Utilities.
- Promotes and operationalizes the City of Fort Collins Climate Action Plan through continuous improvement programs to reduce GHG from buildings and operational fleet.
- Formulates policies, procedures, goals and associated code changes for the Light & Power Department, and recommends such to the Utilities Executive Director.
- Represents the Light & Power Department to City Council, other local, state and federal agencies and to the general public.
- Consults with other City and Utility departments to define goals, resolve conflicts and schedule work to provide the best possible services to the City of Fort Collins citizens.
- Acts as the Utilities Executive Director as required on a rotating basis with other Utility Deputy Directors
- Demonstrates general knowledge of each Utility business operations for water, wastewater, stormwater and Light & Power Service Units

This job description is a living document and may not be all-inclusive. Employees are responsible for all other duties as assigned. Employees must be able to perform the essential duties of this job with or without a reasonable accommodation.

Management Responsibilities

Yes

Required Knowledge Skills and Abilities

City Competencies

- Demonstrated cultural competence to effectively interact, work, and develop meaningful relationships with people of diverse identities, perspectives, and cultural backgrounds.
- Strong learning orientation. Leverages all resources and is creative in ways of learning for self to continue adapting to changing issues and trends.
- A desire and ability to understand the diverse needs of internal and external customers, and to create experiences and deliver services that exceed their expectations.

- A desire and ability to utilize digital tools for organizational information, individual, and teamwork.

Required Knowledge Skills and Abilities

- Knowledge of strategic and financial planning; ability to manage large funds and budget effectively.
- Knowledge of electric industry issues in the areas of distribution, transmission and generation (especially renewable).
- Advanced knowledge of standard engineering practices.
- Knowledge of underground distribution systems
- Extensive knowledge in substation design, SCADA, construction, commissioning, and all related activities.
- Extensive knowledge of environmental aspects of underground utility, equipment, design, and compliance.
- Extensive knowledge of transmission and distribution technology as it relates to underground/overhead systems.
- Extensive knowledge of integration of new technology such a batteries, microgrids, etc..
- Extensive understanding of operations, maintenance, scheduling, monitoring, critical analysis of electrical systems, optimizing electrical performance, metrics, etc..
- Implements and maintains an updated asset management plan
- Knowledge of principles of electric utility design and planning.
- Knowledge of theories and operation of electric systems and equipment.
- Knowledge of general business and management principles.
- Understanding of distributed energy resources and interconnection for implementation for the utility.
- Ability to develop teams, visionary thought leader.
- Ability to establish organizational structure to further growth of staff, as well understand project needs.
- Ability to effectively supervise assigned staff.

Required Education and Experience

Minimum/Preferred	Education Level	Description
Minimum	College degree or equivalent work experience. Some positions may require functionally related certification or advanced degrees	Bachelor's degree in Electrical engineering, business administration, financial planning, or related field from an accredited college or university.
Preferred		Master's Degree

Experience Requirements

At least 15 years of work experience, required Electrical Engineering Degree or related Engineering focus, PE license is preferred but not required.

Required Certifications/Licenses/Specialized Training

Valid Professional Electrical Engineering License in the State of Colorado preferred. Current Advanced First Aid and AED Training. Confined Space Training. NIMS 100, 200, 300, 400 and 700 Training.

Physical Demands and Environmental Conditions

Physical Activity (Select All That Apply)

Climbing. Ascending or descending ladders, stairs, scaffolding, ramps, poles, and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.	No
Balance. Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.	No
Stooping. Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.	No
Kneeling. Bending legs at knee to come to a rest on knee or knees.	No
Crouching. Bending the body downward and forward by bending leg and spine.	No
Crawling. Moving about on hands and knees or hands and feet.	No
Reaching. Extending hand(s) and arm(s) in any direction.	No
Standing. Particularly for sustained periods of time.	No
Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.	No
Pushing. Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.	No
Pulling. Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.	No
Lifting. Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.	No
Finger Dexterity. Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.	No
Grasping. Applying pressure to an object with the fingers and palm.	No
Feeling. Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.	No
Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.	Yes
Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.	Yes
Make Repetitive Motions. Substantial movements (motions) of the wrists, hands, and/or	No

fingers.

Physical Requirements (Select Only One)

Sedentary work; Exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.	Yes
Light work; Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated for light work.	No
Medium work; Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.	No
Heavy work; Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.	No
Very heavy work; Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.	No

Visual Acuity Requirements (Select Only One)

The employee is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication parts at distances close to the eyes.	Yes
The employee is required to have visual acuity to perform an activity such as; operates machines, such as lathes, drill presses, power saws, and mills where the seeing job is at or within arm's reach; performs mechanical or skilled trades tasks or a non-repetitive nature, such as carpenter, technicians, service people, plumbers, painters, mechanics, etc.	No
The employee is required to have visual acuity to operate motor vehicles and/or heavy equipment.	No
The employee is required to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned (i.e., custodial, food services, general laborer, etc.) or to make general observations of facilities or structures (i.e., security guard, inspection, etc.).	No

Environmental Conditions (Select All That Apply)

The employee is subject to environmental conditions. Protection from weather conditions but not necessarily from temperature changes.	No
The employee is subject to outside environmental conditions. No effective protection from the weather.	No
The employee is subject to both inside and outside conditions.	No
The employee is subject to extreme cold. Temperatures typically below 32 degrees for	No

periods of more than one hour. Consideration should be given to the effect of other environmental conditions, such as wind and humidity.

The employee is subject to extreme heat. Temperatures above 100 degrees for periods of more than one hour. Consideration should be given to the effect of other environmental conditions, such as wind and humidity. No

The employee is subject to noise. There is sufficient noise to cause the worker to shout in order to be heard above ambient noise level. No

The employee is subject to vibration. Exposure to oscillating movements of the extremities or whole body. No

The employee is subject to hazards. Includes a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places, exposure to high heat or exposure to chemicals. No

The employee is subject to atmospheric conditions. One or more of the following conditions that effect the respiratory system of the skin: fumes, odors, dust, mists, gases, or poor ventilation. No

The employee is frequently in close quarters, crawl spaces, shafts, maintenance holes, small enclosed rooms, small sewage and line pipes, and other areas that could cause claustrophobia. No

The employee is required to function in narrow aisles or passageways. No

None. The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administrative work). Yes

Respiratory Protective Equipment

The employee is required to wear respiratory protective equipment. No

Safety Sensitive

Safety Sensitive Position: No

Background Check Requirements

All jobs required a standard criminal background check.

Financial / Credit Check: No

Motor Vehicle Record: No