

## ***Regional Energy and Transmission Program Coordinator***

Position: **Regional Energy and Transmission Program Coordinator**

### **Job Description**

The Regional Energy and Transmission Program Coordinator will provide support to and manage a State-Provincial Steering Committee consisting of representatives of Governors/Premiers and public utility commissions in the Western Interconnection. This senior level position requires: working knowledge of energy resource and transmission planning; policy experience with energy and transmission issues in the Western Interconnection; and experience managing public processes with diverse stakeholders.

The Committee has responsibility for:

- Participating in regional transmission planning by -
  - Providing input on electricity future scenarios
  - Providing input on transmission case studies
  - Providing insights into economic and environmental implications of alternative electricity futures
- Analyzing policies to improve efficiency of the transmission system
- Analyzing region-wide actions to minimize the cost of integrating large amounts of renewable energy
- Participating in forums for resource planners from Western utilities and states/provinces
- Demonstrating a process for Western states and provinces to effectively reach decisions/develop consensus on regional transmission subjects.

### **Major Duties**

- Be the primary contact and support person for the State-Provincial Steering Committee.
- Assist the Committee chair in developing meeting agendas, executing meetings, and taking necessary follow-up actions.
- Be the liaison with other activities conducted by the Western Governors' Association under its transmission proposal to DOE, particularly in the areas of wildlife corridors/habitat, the water/energy nexus, Phases 3 and 4 of the Western Renewable Energy Zone project, and outreach.
- Be a liaison with the Western Electricity Coordinating Council and subregional planning groups.
- Manage a communications strategy to effectively convey to Steering Committee members and their staffs in a timely manner developments occurring at WECC, subregional planning groups, the Federal Energy Regulatory Commission, the Department of Energy and elsewhere that are germane to the Committee's work.
- Execute contract management responsibilities.

- Make presentations on the work of the State-Provincial Steering Committee.

### **Minimum Qualifications**

- Working knowledge of energy resource and transmission planning.
- Policy experience with energy and transmission issues and public policies in the Western Interconnection.
- Experience managing public processes with diverse stakeholders.
- Extensive experience working with committees consisting of public utility commissioners and state/provincial energy officials.
- Knowledge of transmission organizations in the Western Interconnection.
- Excellent written and verbal communication skills. Experience in managing and coordinating staff work.

### **Preferred Qualifications**

- Extensive working knowledge of energy resource and transmission planning in the Western Interconnection.
- Proven capability to manage public processes with diverse stakeholders in the energy and transmission field.
- Knowledge of the Western Renewable Energy Zone project the Western Governors' Wildlife Council and the Western States Water Council.
- Experience in working with the U.S. Department of Energy and the Federal Energy Regulatory Commission.
- Experience in working in public utility commissions and/or Governor's offices or energy departments.

The Regional Energy and Transmission Program Coordinator will work closely with senior staff at the Western Interstate Energy Board.

The position will be based in downtown Denver at the office of the Western Interstate Energy Board, the energy arm of the Western Governors' Association. Send resume to Alison Wilson, Western Interstate Energy Board, 1600 Broadway, Suite 1700 Denver, CO 80202, or by email to [awilson@westgov.org](mailto:awilson@westgov.org). Phone 303.573.8910, x0, fax 303.534.7309. Please respond by January 29, 2010. See <http://www.westgov.org/wieb/> for more information on the Western Interstate Energy Board.

The salary will be competitive and commensurate with relevant experience as well as the responsibilities of the position.

The Western Interstate Energy Board is an equal opportunity employer.