

EL DORADO IRRIGATION DISTRICT
Class Specification

CLASS TITLE: Hydroelectric Compliance Analyst

DEFINITION

Under direction performs professional activities in implementing the District's Federal Energy Regulatory Commission (FERC) license related to environmental compliance and corresponding requirements of other regulatory agencies; directs and/or conducts studies required by the FERC license, coordinates with various stakeholders and regulatory agencies; and coordinates environmental review and compliance for hydroelectric construction and maintenance projects.

DISTINGUISHING CHARACTERISTICS

This is a single level class where employees within this class perform the full range of duties as assigned including ensuring District compliance with terms and conditions of the FERC licensing agreement as related to environmental issues, directing and conducting related studies, and facilitating communication among affected stakeholders. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Environmental Manager. May exercise technical and functional supervision over assigned technical and administrative support personnel.

EXAMPLES OF ESSENTIAL DUTIES: *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

Prepares, plans, conducts, and directs environmental studies and monitoring methods to implement FERC license terms and conditions for District hydroelectric facilities; reviews and analyzes study results and determines potential impacts to hydroelectric operations and makes appropriate recommendations to management.

Serves as primary liaison with the District's Ecological Resources Committee and outside regulatory agencies regarding regulatory requirements pertaining to hydroelectric maintenance and construction projects; develops and implements strategic plans for meeting FERC requirements.

Coordinates with District departments and divisions to ensure compliance with environmental requirements; prepares reports and reviews and assesses reports completed by environmental consultants and confers with legal counsel as needed.

Meets and coordinates with various stakeholders, including the general public and regulatory agencies to discuss impacts of District hydroelectric projects and negotiates resolution of issues.

Prepares and submits required reports to various regulatory agencies and prepares State and Federal environmental and permitting documentation related to District hydroelectric projects.

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Conducts inspections of construction and operations sites to ensure compliance with various regulatory permit conditions and FERC license agreement.

Prepares requests for proposals for professional consulting services; participates in evaluation and selection, and oversees awarded contracts.

Oversees and reviews work of consultants that perform specific project work assignments including preparation of environmental documents to ensure products meet all regulatory requirements.

Prepares and makes presentations to the Board of Directors.

May plan, prioritize, and review the work of staff, develop schedules and methods to accomplish assignments, provide and coordinate staff training, and work with employees to correct deficiencies.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles and practices of environmental analysis, facility and land use planning as related to FERC license requirements. Pertinent local, State and Federal rules, regulations and laws related to hydroelectric operations and associated environmental review issues, including the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Facilitation and negotiation practices. Research methods and procedures. Personal computer use including word processing, spreadsheet, and database applications. Principles and practices of technical and functional supervision and training.

Skill/Ability to:

Implement the terms and conditions of the District's FERC license as related to environmental compliance and corresponding requirements of other regulatory agencies and coordinate with various stakeholders and regulatory agencies. Assess and resolve complex licensing issues and work with various agencies and outside groups/entities. Prepare detailed technical reports for review by regulatory agencies and the public. Coordinate and review the work of consultants preparing complex environmental documents. Read, analyze, and interpret State and Federal laws and regulations, scientific and technical literature, maps, and legal documents. Provide technical and functional supervision over assigned staff and effectively train staff. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures. On a continuous basis, sit at desk for long periods of time; intermittently twist to

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reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.

Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Three years of responsible hydroelectric regulatory licensing compliance interpretation and implementation experience.

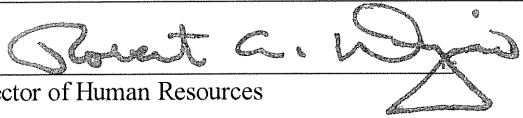

Education:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in aquatic biology, ecology, environmental studies, natural resources or a related field.

SPECIAL QUALIFICATIONS

License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

 Director of Human Resources	 Date
Established: 08/18/2009 Revised: 05/26/2010 FLSA: Exempt Unit: Non-Safety	