

**ASSISTANT GENERAL MANAGER – POWER SUPPLY  
BURBANK WATER AND POWER (BWP)  
BURBANK, CALIFORNIA**

**PROFILE**

BWP is seeking applicants for immediate hire for the position of Assistant General Manager-Power Supply (AGM-PS). AGM-PS is the business unit leader for electric generation and transmission. The AGM-PS is responsible for integrated resource planning, managing the utility-owned on-site generation; serving as the Assistant Project Director for a JPA-owned on-site combined-cycle unit that serves five other municipally-owned utility partners; and developing and administering long-term transmission and generation contracts as well as shorter-term arrangements. The AGM-PS also oversees the Energy Control Center, which is responsible for pre-scheduling and wholesale trading as well as maintaining system integrity.

The AGM-PS reports to BWP's General Manager. BWP's General Manager has seven other direct reports, including Assistant General Managers over customer service/marketing, financial, water, electrical services, and administrative areas.



The AGM-PS has 80 employees under four direct management reports: a Manager Energy Control Center responsible for power dispatching, scheduling and wholesale operations; a Power Supply Manager responsible for managing on-site generation; a Power Resources Manager responsible for power supply contracts and integrated resource planning; and a Manager Telecommunications and Facilities responsible for communications services and facility maintenance. A Senior Secretary also reports directly to the AGM-PS.

The Power Supply Business Unit is responsible for minimizing power supply costs through negotiating power supply contracts, making forward fuel purchases and using other hedging strategies, overseeing wholesale trading, seeking increases in power plant fuel efficiency, and making demand-side management initiatives. The Power Supply Business Unit oversees the continued development of an Integrated Resource Plan with a goal of 33% energy from renewables. The Power Supply Business Unit's activities support \$175 million in retail revenues and \$160 million in wholesale revenues. The Power Supply Business Unit budget includes \$147 million in operations and maintenance expenses and \$16 million in capital projects.

**REQUIREMENTS**

The ideal candidate will be an individual who can develop the skills and competencies to be a strong successor candidate for successfully leading the Burbank Water and Power utility as the next General Manager.

General Requirements:

- Make strategic business assessments and position the business unit to meet the strategic challenges identified.
- Make informative and persuasive presentations to the other City Departments and utilities, regulators, the BWP Board, and City Council.
- Conduct zero-based budgeting and staffing, and manage the budget in light of performance indicators and benchmarks.
- Conduct cost/benefit evaluations that take into account lifecycle and opportunity costs.

- Be comfortable interacting with management peers and the General Manager as part of a team that uses vigorous participatory management.
- Be committed to a “continuous improvement” outlook in governance, operations, project management, as well as organizational positioning and building.
- Be committed to employee development and successor planning.
- Be able to work effectively with employees having diverse views, interests and backgrounds.

Above all, the AGM-PS must be a leader willing to take prudent risks to advance utility goals in a changing business environment.

*Characteristics of the Ideal Candidate:*

- Strategic business thinker that can operationalize utility power supply programs.
- Strong electrical engineering background and analytical ability
- Strong oral and written communication skills
- Familiarity with utility accounting and financing
- Familiarity with modern utility office tools like GIS
- Familiarity with smart grid concepts and objectives
- Experience with EMS and other automated utility systems as well as associated cyber security issues
- Politically astute, but apolitical in performance of job duties
- Can work effectively to manage vendors and consultants
- Can be assertive and decisive within context of City policy, and also willing to identify desirable changes in City policy and lead efforts to implement them.
- Can communicate engineering and other technical utility issues in a manner that conveys useful information to policymakers and the public.



Ideally, candidates would offer experience within the four primary components of the position’s responsibilities: system operations, power production, resource planning, and energy marketing. The group has a strong preference for breadth of experience, but a prioritization (first-to-last) of system operations, energy marketing, resource planning, and power production experience. He or she should at least offer a familiarity with the operation of large combined-cycle and/or single-cycle power plants. An executive level business manager is highly desired with experience in budgeting, policy and strategy development,



The AGM-PS will hold primary responsibility to update the 2006 Integrated Resource Plan (IRP). It is expected this will be a very open-door, public process that will necessitate the AGM-PS to lead community meetings and planning engagements with city leadership. Ideal candidates will offer experience in such a setting as well as providing presentations to community groups and leading strategic planning exercises. Strong communications skills, both written and oral, are essential.

As BWP is strongly committed to its ongoing smart grid efforts, and a continuing strategy for the future, any related experience, especially planning, execution, and operation of

smart grid and/or related technologies is highly desired.

BWP strongly desires an electrical engineering degree and a Professional Engineer’s license. Project management experience is also desirable.

## **BURBANK WATER AND POWER (BWP)**

BWP provides electric and water, services to an urban center in greater Los Angeles that boasts media giants Walt Disney Company, the Disney Channel, Warner Bros., NBC's West Coast Headquarters, Nickelodeon, and the Cartoon Network.

In addition to its own on-site generation, BWP is the Operating Agent for a JPA which owns and operates a 310MW state-of-the-art combined-cycle power plant; BWP also owns and operates a carrier-grade fiber loop serving the major studios and others on high-grade Ethernet or dark fiber service.



BWP's total electric revenues are \$311 million: \$161 million retail, \$144 million wholesale, and six million miscellaneous. BWP has 327 employees, of which about 80 are in the Power Supply Business Unit.

The Burbank City Council and BWP Board are progressive and supportive. BWP also enjoys supportive and healthy relationships with its union representatives.

## **CITY OF BURBANK**

The City of Burbank hugs the eastern San Fernando Valley, nestled between the Hollywood Hills and the Verdugo Mountains. Its 17 square miles contain a diverse resident population of 107,000 and a working population that exceeds the number of residents (it is an urban City). Its excellent school system, extensive shopping choices, moderate year-round climate, tree-lined neighborhoods, and many parks make Burbank an excellent place to call home. Los Angeles and its many entertainment and cultural attractions are only a short drive away, with the beach to the west and the San Gabriel Mountains to the east.

## **COMPENSATION**

Compensation is open and dependent upon experience. Excellent benefits and a City car are included.

## **RELOCATION**

BWP will pay the customary costs of relocation.

## **BENEFITS**

BWP has outstanding City-paid medical, dental, and vision plans, as well as an excellent PERS retirement plan paid for by the City and a retiree medical plan. Salary is not subject to social security.



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