



Classification: Energy Commission Specialist II (FO)	Position No. 820-4948-02X (Assistant Lead Forecaster)
CBID: R10	Office: Demand Analysis Office
Date Prepared: March 10, 2017	Division: Energy Assessments Division
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

The Energy Commission Specialist II (FO) (ECS II) is under the general direction of the Energy Resources Specialist III (Supervisory) in the Forecasting Unit, works directly with the energy demand forecast's Research Specialist IV, and is the lead specialist responsible for coordinating the preparation of the Energy Commission's electricity and natural gas end use forecasts. The incumbent is an Energy Commission subject-matter expert in preparing reliable forecasts to be used in other state planning processes, and serves as a highly skilled practitioner and prime resource person. The incumbent will work with, and provide expert consultation services to, the Research Specialist IV to ensure: 1) data is appropriately disaggregated to consumption levels, customer classes, and customer characteristics are collected; 2) a collaborative forecasting process with stakeholders is in place; and 3) reasonable forecasts of future energy use and savings are made at appropriate geographical and temporal disaggregation.

WORKING CONDITIONS:

The work is performed primarily indoors in an office and meeting-room setting and involves sitting, standing, and walking. Travel may be necessary to attend workshops, hearings, and meetings away from the Energy Commission's headquarters. Additional hours beyond an eight-hour workday or a forty-hour workweek may be required.

The incumbent will be required to work in a team environment as a leader, subject-matter expert, or technical-support participant. As a team leader on large projects, the incumbent may coordinate the efforts of representatives of various governmental agencies. The incumbent must work well with people, exercise good listening, memory, and problem-solving skills.

The incumbent may also be required to work alone, using an Energy Commission-provided personal computer and software, as well as other office equipment. The incumbent is expected to maintain a well-organized work space, prioritize daily workload, perform well under the pressure of time constraints, and complete assignments by their due dates.

DUTIES AND RESPONSIBILITIES:

40% As a prime subject matter expert coordinate, review, and compile forecasting data modeling results from the various energy sector forecasting models and assist the Research Specialist IV in analyzing and documenting these findings in an annual forecast report. Prepare presentations on forecast results to present at workshops and meetings involving the Energy Commission, Demand Analysis Working Group, California Independent System Operator, and California Public Utilities Commission. Maintain the overall forecast schedule, negotiate deadlines, track forecast-related work products, and update management on issues and potential delays. (E)



- 30% Perform highly technical and complex energy consumption analysis and work with the Research Specialist IV in guiding staff development of their modeling and analysis of the energy consumption and peak demand, including the appropriate level of geographic and temporal disaggregation of forecasts. Working with staff, incorporate the impacts of a diverse set of existing and new load-modifying programs, such as energy efficiency, demand response, transportation electrification, and energy storage, on energy demand. (E)
- 15% Provide expert technical guidance to the Demand Analysis Office’s data collection and survey units on data collection needs. Provide technical expertise as needed to California utilities and load serving entities, U.S. Energy Information Administration, consumer interest groups, etc., regarding the development of timely and accurate energy consumption data and information collection programs. (E)
- 10% Present findings to the Commissioners, management, working and advisory groups, and state and federal agencies on findings related to peak and total energy consumption trends and saving programs and their effect on the supply-demand balance of energy in California. (E)
- 5% Perform other duties as required consistent with the specifications of this classification. (M)

SIGNATURES	
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position	
<hr/> Employee Energy Commission Specialist II (FO) Date	<hr/> Sandra Fromm Energy Resources Specialist III (S) Date