



# Lead Hydro Scheduler

<b>Job Code</b>	20001018	<b>Job Family</b>	Business & Operations Analysis	<b>Leader</b>	Yes
<b>Department</b>	Power Scheduling	<b>Reports to</b>	Sr Mgr Power Scheduling	<b>Union Status</b>	Non-Represented
<b>FLSA Status</b>	Exempt	<b>Pay Grade</b>	2060		
<b>Last Updated</b>	04/01/2024				

## Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

## Job Summary

Works in depth to apply the long-term Bonneville Power Administration (BPA) power contract procedures. Analyzes river operations for the contract, as well as District-owned resources. Plans operations and output of the resources for next-hour, 10-day, and throughout water year(s). Works alongside Snohomish PUD's real-time power scheduler, short-term trader, and others in Power Supply on resource levels and water management to meet District load and market strategy as well as achieve coherent long-term plans. This level has the highest degree of job knowledge and ability and provides direct coaching, mentoring, training, and feedback for Hydro I and II team members.

## Accountabilities

### Accountability #1

Increase the public's confidence in the quality of the District's power scheduling operations by leading on objectives of Slice product by applying knowledge of District's current contract with BPA and District-owned hydro resources. Ensure submission of real time (next hour) and planning (10-day) runs to meet District needs, successfully resolving any issues encountered with minimal impact to plan or recommendation to plan. Utilize water year experience gained to deliver and guide others in delivering operationally sound runs next hour to 10-days out. Develop and recommend longer term contract and resource levels.

### Accountability #2

Increase the public's confidence in the quality of the District's power scheduling operations by demonstrating commitment to communications, both written and verbal, of shared information across various time horizons from next hour to ten days out and longer term time frame. Accountable for clear and concise communication with the Team on hourly to balance of water year contract and hydro resource levels. Identify opportunities and improve communication with outside entities as needed to ensure understanding of changing data while ensuring confidentiality of data and information. Appropriate information is logged. Develop, implement, and complete training (plan) of Hydro Scheduler I. Present in depth information of Hydro Scheduling, aspects of the job, and the BPA contract to others. Lead and deliver positive feedback loop in order to provide coaching and mentoring to Hydro I and II team members.

### Accountability #3

Increase the public's confidence in the quality of the District's power scheduling operations by developing, implementing, and completing evaluation and analysis of Slice operations for 10-day to balance-of-month and longer term time frame and other District owned hydro resources. Utilize knowledge of trends in weather, operations, and resource output to anticipate changes to volumes and constraints. Solve seams issues between study data and recommend adjustments to or support of current forecast

recommendation. Engage in look back as needed of actual data to verify if outcome was as intended or not. Solve integration of new seasonal constraints, new business rules, or new industry standards.

**Accountability #4**

Deliver exceptional value to our customers through continual improvement and innovation by identifying opportunities to improve application of the Slice product, hydro resources, current practices, and seasonal operations and develop and recommend efficiencies/improvements to align with desire for continuous improvement. Guide other team members to resolve complex issues and ensure consistent understanding of operations for optimal product delivery.

**Accountability #5**

Deliver exceptional value to our customers through responsible resource planning and management by ensuring up-to-date water forecast volume information from various regional forums (such as the Technical Management Team and the current Slice contract forum) to deliver overall understanding of operations from stakeholders. Deliver forum (and other) information to solve planning run issues including alignment with forecast District load and or planned contract volumes.

**Accountability #6**

Increase the public's confidence in the quality of the District's power scheduling operations by ensuring overall understanding of various Power Scheduling Department, District and regional work processes and programs as they relate to and/or affect hydro scheduling, the District, and BPA.

**Accountability #7**

Contribute to a community-centric and inclusive culture with empowered, engaged employees by ensuring a positive team culture through inclusion, collaboration, transparency, respect, responsiveness, and compassion and similar responsibilities.

**Accountability #8**

**Accountability #9**

**Accountability #10**

**Minimum Qualifications Note**

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please contact Human Resources at [HRRecruiting@snopud.com](mailto:HRRecruiting@snopud.com), or by phone at 425-783-8655.

### Qualifications – Education and Experience

**Minimum Required Education and Experience:**

Bachelor's Degree in Business Administration, Engineering, Finance, Economics, Computer Science, or related field, AND  
Six (6) years of experience in Federal Columbia River System hydro operations;

OR

Four (4) years of experience applying business concepts, interpreting and applying complex contracts, and/or analyzing complex data, AND  
Six (6) years of experience in Federal Columbia River System hydro operations.

**Preferred Education and Experience:**

### Qualifications – License(s) and/or Certification(s)

**Minimum Required License(s) and/or Certification(s):**

**Preferred License(s) and/or Certification(s):**

### Qualifications – Skills and Abilities

**Minimum Required Skills and Abilities:**

Interpret complex contracts.  
Perform increasingly more complex data analysis for decision making, problem solving, and making recommendations.  
Application of communications protocol to relay complex ideas and concepts to a variety of audiences.  
Use of independent and discretionary judgment.  
Adapt to quickly changing priorities with confidence under tight timelines.  
Maintain high level of concentration with distractions.  
Working collaboratively to a common goal. Maintain transparency and trust.

***Preferred Skills and Abilities:***

**Competencies**

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Leader” at the Manager level.

Adaptability  
Aligning Performance for Success  
Building Customer Relationships  
Building Talent  
Coaching  
Communication  
Continuous Improvement  
Continuous Learning  
Courage  
Creating a Culture of Trust  
Creating an Inclusive Environment  
Customer Focus  
Delegation and Empowerment  
Driving for Results  
Driving Innovation  
Emotional Intelligence Essentials  
Empowering Decision Making  
Execution  
Guiding Team Success  
Initiating Action  
Inspiring Others

Leveraging Feedback  
 Positive Approach  
 Professional Knowledge and Aptitude  
 Selecting Talent  
 Stress Tolerance  
 Technology Savvy

## Physical Demands

Physical Demands List	Frequency
Sit	Frequent (34-66%)
Walk	Seldom (1-10%)
Stand	Frequent (34-66%)
Drive	Seldom (1-10%)
Work on ladders	Never
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Never
Twist	Frequent (34-66%)
Bend/Stoop	Seldom (1-10%)
Squat/Kneel	Seldom (1-10%)
Crawl	Never
Reach	Seldom (1-10%)
Work above shoulders (note specific activity in open text box below)	Never
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Never
Fine finger manipulation	Constant (67-100%)
Operate foot controls	Seldom (1-10%)
Lift (note weight in open text box below)	Never
Carry (note weight in open text box below)	Never
Push/Pull (note specifics in open text box below)	Never
Work rapidly for long periods	Occasional (11-33%)
Use close vision	Frequent (34-66%)
Use distance vision	Seldom (1-10%)
Use color vision	Occasional (11-33%)
Use peripheral depth perception	Never
Speak	Constant (67-100%)
Hear	Constant (67-100%)

**Additional Physical Demands not listed above and associated frequency below.**

## **Mental Demands**

<b>Communication</b>	<b>Frequency</b>
Understand and carry out simple oral instructions	Frequent (34-66%)
Understand and carry out complicated oral instructions	Frequent (34-66%)
Train other workers	Frequent (34-66%)
Work alone	Frequent (34-66%)
Work as a member of a team	Constant (67-100%)
Follow standards for work interactions	Constant (67-100%)
Write communications for clarity and understanding	Constant (67-100%)
Speak with clarity with others	Constant (67-100%)
<b>Comprehension</b>	<b>Frequency</b>
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Frequent (34-66%)
Retain relevant job information	Constant (67-100%)
<b>Reasoning</b>	<b>Frequency</b>
Read and interpret data	Constant (67-100%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Frequent (34-66%)
<b>Organization</b>	<b>Frequency</b>
Plan own work activities	Constant (67-100%)
Plan work activities of others	Occasional (11-33%)
Direct work activities of others	Occasional (11-33%)
<b>Resilience</b>	<b>Frequency</b>
Work under pressure	Frequent (34-66%)
Work for long periods of time	Constant (67-100%)
Work on several tasks at the same time	Constant (67-100%)

**Additional Mental Demands not listed above and associated frequency below.**

## Work Environment

### Environmental Conditions List

### Frequency

Exposure to weather	Never
Wet and/or humidity	Never
Atmospheric conditions	Never
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

**Additional Environmental Conditions in this job not listed above and the associated frequency below.**

### Risk Conditions List

### Frequency

Exposure to Heights	Never
Exposure to Electricity	Never
Exposure to Toxic or Caustic Chemicals	Never
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Never
Exposure to animals	Never
Working with angry customers	Never

**Additional Risk Conditions present in this job not listed above and the associated frequency below.**

## On-Call Status and Frequency

**On-Call is required.**

- Yes
- No

**On-call activities and frequency.**



## Work Location

**The primary assignment for this position is:**

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.