



PCN	08X071
JOB TITLE	DIRECTOR, OWNED ASSETS
LOCATION	ANCHORAGE, AK
RANGE	26
REPORTS TO	EXECUTIVE DIRECTOR, PCN 080208
FLSA EXEMPT	YES
REVIEWED BY: (NAME AND DATE)	BRYAN CAREY, APRIL 30, 2025
APPROVED BY: (NAME AND DATE)	CURTIS THAYER, EXECUTIVE DIRECTOR, JUNE 20, 2025
EFFECTIVE DATE	JUNE 30, 2025

Position Purpose:

This position is responsible for meeting the strategic goals of the Authority by performing senior level project management for AEA urban energy projects including electrical transmission and distribution systems, power plant facilities including hydroelectric power plants, and associated infrastructure. This position works closely with utilities, communities, Native Corporations, and other local entities in developing projects that lower the cost of power.

Essential Functions:

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Project/Consultant Management-Urban Energy

- Supervises the work of professional consultants in the design, construction, operation, and management of facilities that are or will be owned or financed by the Authority in accordance with contract and program requirements. This will include generation and transmission system components for interconnected systems that include transmission lines, substations, generation facilities and other system components. Interfaces with utility representatives and technical staff to develop joint approaches for management of AEA utility assets.
- Performs asset management of Authority owned properties. Coordinates this management with authority service contractors to maintain assets in good working order, in accordance with prudent utility practice.
- Provides advice and technical assistance on matters relating to utility relocations, land acquisition, site control, land surveys, permitting, code compliance, variances, construction issues, start-up and commissioning, warranty, and operational issues during first year of operation and beyond.
- Manages the Authority's environmental assessment, compliance, and remediation efforts including management of environmental consultants and contractors for energy projects the Authority undertake.
- Initiates and reviews request for proposal packages and solicits for professional architectural/engineering and regional energy planning services. Typical services solicited include planning, architectural, engineering, cost estimating, environmental, marketing, and project management work. Administers professional services contracts through to completion of the projects.
- Conducts public input processes and where necessary creates advisory work groups to assist in development of energy projects that meet the needs regionally and at the community level. Seeks and understands local and regional input in the management of energy projects, and to incorporate this input into projects. Develops (or supervises the development of) high-level project cost estimates, project budgets, CPM schedules, and cash flow projections.

- Develops and prepares project reporting systems. Monitors progress of energy projects that are financed by the Authority.
- Provides construction management services including: reviews and approves supplier and/or contractor submittals, responds to requests for and provides design clarifications, provides construction oversight as it relates to quality assurance of field inspection and documentation activities, initiates contract changes, responds to claims, and reviews/approves contractor's pay applications.
- Performs and monitors the performance of construction project procurement of materials and services in conformance with agency procurement standards in conjunction with the Chief Procurement Officer.

Internal Collaboration

- Assists other professionals within the agency by providing technical or engineering assistance, information and/or direction.

Contract Administration

- Manages legal contracts for project development with other parties in conjunction with legal counsel. Examples of these contracts include construction management agreements, engineering services agreements, settlement agreements, reimbursement agreements, ground leases, O&M agreements, and other agreements as necessary.

Engineering Consultation

- Serves as the engineering professional of the Authority by reviewing and analyzing technical proposals, contracts, operations and management agreements, memorandum of understanding and similar documents for owned assets.
- Works with Finance, the Department of Law, private counsel, risk management and other agencies to prepare contracts, studies, and reports. Serves as the technical interface on AEA grants and loans where they are a part of the financing package for projects.
- Drafts or writes engineering and technical analyses and reports.

Environmental Assessment

- Meets with clients, state, federal, and local officials; utility companies and other special interest groups on behalf of the Authority, to define code criteria, statutory and regulatory rules, environmental standards, functional requirements, space limitations, operational restrictions, and other activities that will impact design, construction, maintenance and/or operation of facilities owned or financed by the Authority.

Work Demands

The following identifies some of the physical and mental demands and potential hazards typically encountered by this position. These are job demands which can be *reasonably anticipated and are an expectation of the job*.

Keeping in mind the essential functional areas and duty statements described in section 2, select the rating that best matches the requirement of this position according to the following descriptions:

<u>Rating</u>	<u>Description</u>
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Not Required (N): Not required of this position.

Present (P): Requirement is present, but is **not** essential to the position. (For example, a receptionist may encounter aggressive or angry people, but this is not an essential assignment.)

Occasional (O): Required 33 percent of the time or less **and** essential to the position.(For example, a lifeguard swims only occasionally, but it is essential that a lifeguard be able to swim; a correctional officer must control aggressive/angry people who are life threatening.)

Frequent (F): Required over 33 percent of the time **and** essential to the position.

Physical Requirements	Rating			
	N	P	O	F
Sitting		P		
Walking		P		
Standing		P		
Running	N			
Jumping		P		
Bending or twisting		P		
Squatting or kneeling	N			
Crawling		P		
Reaching above shoulder level		P		
Reaching below shoulder level		P		
Ascending or descending using a ladder or other conveyance	N			
Climbing stairs		P		
Driving cars, light duty trucks		P		
Driving heavy duty vehicles	N			
Using floor-mounted foot controls to operate equipment (e.g., not driving a car)	N			
Repetitive motion of hands/fingers (e.g., keyboarding, turning pages)				F
Fine manipulation with fingers				F
Pinching with fingers		P		
Grasping with hand, gripping		P		
Load, unload, aim, and fire handguns, shotguns or other firearms	N			
Lifting/carrying up to 25 pounds		P		
Lifting/carrying 26-50 pounds	N			
Lifting/carrying more than 50 pounds	N			
Pushing/pulling up to 25 pounds		P		

Pushing/pulling 26-50 pounds	N			
Pushing/pulling more than 50 pounds	N			
Balancing on moving surfaces	N			
Balancing on narrow surfaces	N			
Balancing on slippery surfaces	N			
Balancing on uneven surfaces		P		
Restraining/grappling with people in a public protection environment	N			
Seeing objects at a distance – when driving		P		
Seeing objects peripherally – when driving		P		
Using depth perception – when driving		P		
Seeing close work (e.g., typed print)				F
Distinguishing colors	N			
Hearing conversations or sounds				F
Hearing via radio or telephone				F
Communicating through speech				F
Communicating by writing/reading				F
Distinguishing odors by smell	N			
Distinguishing tastes	N			

Work Environment	Rating			
	N	P	O	F
Work in/exposure to inclement weather		P		
Work in/exposure to cold water	N			
Work/live in remote field sites		P		
Work in confined areas (under desks, in heating vents, etc.)	N			
Exposure to dust, chemicals, or fumes	N			
Exposure to hazardous equipment (e.g., guns, chainsaws, explosives)	N			
Exposure to electrical current (not outlets)	N			
Swimming/scuba diving	N			
Work at heights up to 25 feet (e.g., towers, poles)	N			
Work at heights over 25 feet (e.g., towers, poles)	N			

Work in urban or highway traffic (other than driving)	N			
Work around moving machinery or mobile equipment		P		
Work around moving mechanical parts	N			
Work on and off moving equipment	N			
Work on slippery or uneven surfaces	N			
Work/travel in boat/small aircraft/helicopters			O	
Exposure to high noise levels		P		
Exposure to infection, germs, or contagious diseases (e.g., hospital, lab, clinic, etc.)	N			
Exposure to blood, body fluid, or materials potentially contaminated by blood or body fluids (e.g., hospital, lab, clinic, public protection environment)	N			
Exposure to needles or sharp implements (e.g., hospital, kitchens)	N			
Use of hot equipment (e.g., kitchen ovens, lab equipment)	N			
Exposure to wild/dangerous animals		P		
Exposure to insect bites or stings		P		
Exposure to aggressive/angry people in a public protection environment		P		

Other Work Demands	Rating			
	N	P	O	F

Explain any special physical, mental, or behavioral requirements of the position that have not already been addressed.

Providing senior-level project management for AEA urban energy projects. AEA is proceeding forward with large multi-year projects to upgrade transmission lines, constructed new submersible high voltage direct current cable connection, and expand the Bradley Lake Hydroelectric Project with the Dixon Diversion. Candidate should be able to travel to project sites by small plane or helicopter to meet with agency or contractor personnel.

Describe the Level of Authority and Independence the Incumbent of the Position Exercises.

Requires advanced skills in word processing, database software, and spreadsheets. Requires basic skills with email and general office equipment. Must be capable of detailed spreadsheet-based engineering analysis of energy projects and options, and determine economic feasibility of project development approaches.

Desired Qualifications:**Critical Knowledge, Skills, and Abilities:**

- Skilled at managing projects that are complex and diverse, requiring in-depth knowledge of the agency and a good working relationship with senior management.
- Knowledge of project management in regards to economic energy infrastructure development projects.
- Ability to work with diverse groups of stakeholders that are not aligned.
- Ability to provide presentations and answers to Boards, public, or others.
- Knowledge of AEA regulations.
- Knowledge of industry practices in the design and construction of infrastructure, and contract administration practices.
- Skills in writing, communicating, negotiating, problem solving, project management, reading plan and specifications.
- Ability to provide advice and technical assistance on matter relating to utility relocations, land acquisitions, land surveys, permitting, code compliance, variances, etc.
- Ability to establish project budgets, monitor project budgets within the cost accounting processes of the Authority.
- Ability to travel as needed.

A Bachelor's degree in engineering and a minimum of ten years of experience in the management and development of projects from inception through completion including the design and construction of infrastructure projects is required. Must have excellent interpersonal and negotiation/management skills and demonstrated successful track record on projects where those were applied. Basic electrical and heavy civil construction knowledge is a plus. Prefer experience with Federal Energy Regulatory Commission projects and registration as Professional Engineer.

Distinguishing Characteristics:

N/A

Supervision:

PCN	Job Title
080491	Senior Infrastructure Engineer
08X123	Infrastructure Engineer
080425	Infrastructure Engineer
08X223	GRIP Program Manager