



**Chugach Electric Association, Inc.  
Position Description**

## **Business Development Analyst**

### **Summary**

The Business Development Analyst provides key support for regulatory and business development activities including development and support of beneficial electrification opportunities, including electric vehicle programs; analysis of renewable energy opportunities; reporting of business development and electric sales measures; supporting regulatory filings; managing Renewable Energy Certificates (RECs); and other strategic initiatives of the corporation. Develops and maintains energy sales, renewable energy generation, and related databases in support of regulatory compliance requirements, market research, and sustainability initiatives. Provides analytical support for Chugach evaluation of market segments to determine needs, opportunities, pricing sensitivities, revenue potentials, and sustainability initiatives. Provides supporting analyses for the development of alternative rate design and pricing options based on sound economic and financial analysis.

### **Essential Functions**

- A. Identifies market opportunities and creates business cases for advancing strategic beneficial electrification opportunities such as electric vehicles, heat pumps and other beneficial electrification technologies, or other ways to serve members better.
- B. Communicates business development opportunities and successes internally and externally.
- C. Prepares cost and market studies in support of business development, rate design, load forecasting, pricing, and related activities. Produces and provides analyses of detailed individual customer information for use in energy services contracts and product marketing. Assists in the preparation of economic and financial studies for evaluation of proposed service offerings.
- D. Provides support to Chugach's strategic planning activities.
- E. Provides key support in the development and maintenance of load data through utilization of Association resources.
- F. Produces monthly retail and wholesale sales reports.
- G. Develops summaries of prices and energy services offered by competitors and other utilities.
- H. Provides data for the preparation of revenue requirement analyses, embedded and marginal cost-of-service studies and rate design.
- I. Assists in the analysis and development of renewable energy resources and projects.
- J. Supports Chugach's electric vehicle programs and related activities and developments that support the proliferation of electric vehicles and charging opportunities in the service area, including the advancement of member-owned EV fleets in the service area and similar growth opportunities.

<b>Reports To:</b> Manager, Business & Sustainable Program Development	<b>Department:</b> Regulatory Affairs & Pricing	<b>Location:</b> Anchorage	<b>Position Type:</b> Full Time	<b>pg. 1</b>
<b>FLSA Classification:</b> Non-Exempt	<b>Bargaining Group:</b> N/A	<b>Salary Grade:</b> 11	<b>Job Code:</b> 1209	<b>Effective:</b> December 2021



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- K. Manages Renewable Energy Certificate registration, sales, claims, monitoring of markets, and opportunities to maximize benefits for Chugach and its members.
- L. Monitors local economic conditions; local, state and federal policy changes; and other potential impacts to the Corporation’s business development activities and energy sales.
- M. Identifies and pursues grant funding opportunities; completes grant reports as necessary.
- N. Represents Chugach to members and the public with professionalism and a helpful, positive approach.

**Relationships**

Internal

- Business & Sustainable Program Development Manager: Reports to, confers with, accepts direction from, gives and receives information.
- Executive VP Regulatory & External Affairs: Provides reports and information.
- Key Accounts and Sustainability Manager: Coordinates with, gives and receives information.
- Manager and Analyst, Regulatory Affairs: Confers with, gives and receives information.
- Managers in many departments: Coordinates projects, gives and receives information.

External

- Retail and Wholesale Customers: Obtain/provide data.
- RCA Staff: Provides required information and data to staff.
- Data Providers: Obtain information.
- Equipment and Service Vendors: receive information; contract for services; receive equipment, reports or other contracted outputs.
- Public: provide information.

**Competencies**

1. Must have a working knowledge of financial, economic and statistical concepts, principles and techniques.
2. Must have the ability to analyze and solve non-routine economic and pricing problems.
3. Creativity, good judgement, and strong technical and communications skills are essential.
4. Ability to convert computerized data into meaningful and useful information is essential.

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5. Excellent interpersonal skills to contribute to a strong, supportive team environment.

**Supervisory Responsibility**

This position does not have any supervisory responsibilities.

**Work Environment**

Work is performed in a standard office environment. Contact with members, the public, and regulatory agencies on a regular basis.

**Signatures**

Reviewed and approved by:

*Arthur W. Miller*

Date 12/08/2021

Executive VP, Regulatory & External Affairs

*Matthew Clarkson*

Date 12/09/2021

Executive Vice President, General Counsel

<b>Reports To:</b> Manager, Business & Sustainable Program Development	<b>Department:</b> Regulatory Affairs & Pricing	<b>Location:</b> Anchorage	<b>Position Type:</b> Full Time	<b>pg. 3</b>
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## **Business Development Analyst**

### **Minimum Qualifications and Experience**

#### Education

A Bachelor's Degree in environmental sciences, sustainability, economics, business, engineering, information systems, math/statistics, or other discipline that contributes to the position.

#### Experience

Five years of experience in statistical, financial, economic, or energy-related analysis. Experience with electric vehicles and renewable energy technical and economic analysis preferred.

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