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| Lee County Electric Cooperative, Inc.  Job Description |  | Revision Date: January 20, 2020  Grade Level: 18  EEO Code: 1.1 |

**JOB TITLE:** Director, R&G Chief Risk/CRO

Department: Compliance Position Number: D302

Division: Corporate FLSA Status: Exempt

Work Hours: 8-5, M-F Location: NFM

**Position Summary:**

The Director, Governance Risk and Compliance (GRC), who also serves as the Company’s Chief Risk/Compliance Officer, reports directly to the cooperative’s Executive Vice President/Chief Executive Officer and leads a division with responsibility for LCEC regulatory/governmental interfaces, risk management, and programs related to fiduciary, operational, technical and regulatory requirements. This is a new division of about 8-10 total team members (including 4 incumbents, 2 approved vacancies, and potential future positions) being formed within LCEC to provide focused resources on these critical business areas. Functions within the GRC division include environmental health and safety, insurance against risk and workers’ compensation, disaster recovery/business continuity/physical security/pandemic plans, policy administration, contract administration, rate tariff, internal audit, and business tax policy and compliance. As LCEC implements its strategic plan and transforms its business model and culture towards a process aligned organization, there will be opportunities to reshape the services the division provides the organization.

The Director GRC is expected to serve as a strategic partner and advisor to the CEO, Senior Leadership Team, and the LCEC Board of Directors on matters pertaining to governance, risk, and compliance for the cooperative. Dependent upon the background of the successful candidate, other functions could be reorganized under the management of the Director GRC as business needs change.

**Position Responsibilities:**

The LCEC Director GRC position is a unique opportunity to build a strong GRC team and business emphasis, and engage with committed professionals, including LCEC’s Board of Trustees, dedicated to serving the needs of the cooperative’s members. LCEC’s diverse service territory, changes in member needs and expectations, and the organization’s commitment to excellence and process alignment offer the Director GRC considerable personal and professional opportunity and the chance to provide leadership to one of the premier cooperatives in the nation.

This position directly contributes to successful execution of LCEC’s strategic plan. LCEC’s current strategic plan includes the following long-term corporate objectives:

* Transition to a process-aligned organization by year-end 2023.
* Establish a policy to ensure compliance with the Occupational Safety and Health Act and provide guidelines for establishing and implementing programs that will reduce or eliminate workplace hazards, occupational injuries and illnesses, and promote employee health.
* Conduct financial modeling to ensure rate recovery aligns with cost drivers by year-end 2022.
* Evolve and strengthen information governance capabilities by year-end 2022.
* Redesign the Customer Experience Index (CEI) to more accurately reflect the most important service elements for customer-members.

In addition to the above goals, the strategic plan outlines Enterprise Risk Management (ERM) as one of the six key areas of focus for the organization. LCEC seeks to create its GRC Division to ensure it is able to provide the strategic governance support needed as the organization continues growing in a rapidly changing industry.

LCEC seeks a candidate who can provide leadership in the key fundamental areas such as regulatory; policy development, management, and administration; business continuity in all industry and environmental conditions; compliance and controls; insurance programs and claims; and internal audit. This includes but is not limited to building the new division; providing leadership to the team to achieve cohesiveness, efficiency, and productivity; defining new company-wide programs, policies, and procedures for the areas of responsibility; and defining the GRC culture for the full LCEC organization. Candidate will also be a strategic leader who focuses on the big picture of the organization and assists the CEO and senior team in change management and process improvement. Candidates should display a track record of providing leadership to staff as a mentor and to peer divisions of the cooperative to help the team succeed in the execution of the strategic plan, leadership and development progression, and talent succession plans.

Candidates should offer exemplary written and oral communications skills in addition to presentation experience. Experience working with publicly elected and appointed governing bodies and community leaders is desired as is experience working with utility customers. Interaction up to and including board membership is expected with various regulatory agencies including but not limited to the Florida Reliability Coordinating Council (FRCC), the North American Reliability Corporation (NERC), the Florida Public Service Commission (PSC), and the Federal Energy Regulatory Commission (FERC), as well as with various local community authorities and agencies like local governments, economic development groups, and other not for profit organizations. Rural utility experience is not required but experience in such an environment could be advantageous.

A bachelor’s degree in law, business administration, finance, accounting, or related field is required. A master’s degree or MBA is desired. Certifications in regulatory compliance or risk management are also desired.