

MWVEC

Your Touchstone Energy® Cooperative



**MOUNTRAIL-
WILLIAMS
ELECTRIC
COOPERATIVE**

SENIOR OPERATIONS ELECTRICAL ENGINEER



ABOUT THE ORGANIZATION

Mountrail-Williams Electric Cooperative (MWECC) is a non-profit, member-owned electric cooperative in northwestern North Dakota. MWECC serves Mountrail and Williams counties with headquarters in Williston and offices in Stanley and New Town. MWECC is governed by 9-Member Board of Directors, which are fellow members of the Cooperative and are elected by the membership at the Annual Meeting. The Directors serve terms of three years each. The Board meets monthly to discuss financial issues, policies, and any other issues facing the Cooperative.

As a not-for-profit, member-owned electric cooperative, MWECC operates by these seven cooperative principles:

Voluntary and open membership: Cooperatives are voluntary organizations, open to all persons able to use their services and willing to accept the responsibilities of membership, without gender, social, racial, political, or religious discrimination.

Democratic member control: Cooperatives are democratic organizations controlled by their members, who actively participate in setting their policies and making decisions. Men and women serving as elected representatives are accountable to the membership. In primary cooperatives, members have equal voting rights—one member, one vote—and cooperatives at other levels are organized in a democratic manner.

Members' economic participation: Members contribute equally to, and democratically control the capital of their cooperative. At least part of that capital is usually the common property of the cooperative. They usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any or all of the following purposes: developing the cooperative, possibly by setting up reserves, part of which at least would be indivisible; benefiting members in proportion to their transactions with the cooperative; and supporting other activities approved by the membership.

Autonomy and independence: Cooperatives are autonomous, self-help organizations controlled by their members. If they enter into agreements with other

organizations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their cooperative autonomy.

Education, training and information: Cooperatives provide education and training for their members, elected representatives, managers, and employees so they can contribute effectively to the development of their cooperatives. They inform the general public—particularly young people and opinion leaders—about the nature and benefits of cooperation.

Cooperation among cooperatives: Cooperatives serve their members most effectively and strengthen the cooperative movement by working together through local, national, regional, and international structures.

Concern for community: While focusing on member needs, cooperatives work for the sustainable development of their communities through policies accepted by their members.

MWECC has annual operating revenues of approximately \$174 million. The Cooperative has roughly 2,600,000,000 KWH of purchased power and sold 2,500,000,000 KWH in 2015, which was distributed over roughly 300 miles of transmission and 5,500 miles of distribution lines to provide quality electric service to approximately 21,600 consumers.

WILLISTON COMMUNITY

Situated at the confluence of the Yellowstone and Missouri Rivers, Williston, North Dakota, covers 23 square miles and is the county seat of Williams County. Located just 60 miles from the Canadian border and 18 miles from the Montana border, Williston is commonly referred to as the “Western Star” and takes pride in its western heritage. The City is recognized as a regional center for business, leisure, and economic development. Residents and visitors alike enjoy convenient access to extraordinary historic sites, world-class hunting and fishing, and beautiful national and state parks.

Due to its proximity to the Yellowstone and Missouri, the Williston area has been a booming commerce center for centuries, earning the nickname “Boomtown” early on in its history. It was a gathering place for the earliest inhabitants of the plains and a rendezvous point for fur traders and explorers. It has drawn together generations of agricultural producers. Today, with the Bakken oil formation, Williston is home to hardworking residents making North Dakota the nation's second largest oil-producing state.

While population growth in the area has started to normalize, the City of Williston experienced explosive growth over the past several years due to increased activity in the oil and gas industry. The City has grown 210% in size since 2010, jumping from a population of 12,120 to 27,500 currently. This prosperous community has managed its incredible growth issues with great success, being named the fastest growing micropolitan (cities under 50,000) in the nation for the last five years.

WILLISTON COMMUNITY, CONTINUED

Williston's economy is built on oil, agriculture, and tourism. It is home to over 200 oil service companies. Several of the top ten oil service companies in the world have operations in Williston, including Halliburton, Baker Hughes, Key Energy, and Schlumberger. Other key area businesses include AGT Foods (United Pulse), Sabin Metal, and Leonardite Products.

The City aggressively pursues development and improvement opportunities. Currently, it is following a five-year infrastructure improvement plan totaling more than \$1 billion including a new airport, Waste Water Treatment Plant, surface transportation, public fire and safety building expansions, and quality of life enhancements. Williston is currently in the process of relocating the Sloulin Field Airport. This will free up 800 acres, resulting in a significant redevelopment opportunity for the community. In conjunction with this effort, Williston has entered into a public-private partnership with Cardon Global to assist in the Sloulin redevelopment project, which will include a ten-year economic diversification plan for the area.

Leisure and recreation opportunities abound in Williston. The amazingly designed course of the Links of North Dakota appeals to golfers of every skill level and has been ranked one of the "Top 100 Modern Courses" by Golf Week. Residents and visitors marvel at the \$74 million Williston Area Recreation Center (ARC) which provides opportunities to participate in virtually any sport and activity, including indoor surfing, zero depth pool, water slides, and a lazy river. Hikers and water sport enthusiasts enjoy the self-guided nature trails and marina at Lewis and Clark State Park. Fishing in the Missouri and Yellowstone Rivers and Lake Sakakawea is a popular past-time amongst visitors and residents and there are ample opportunities for hunting waterfowl, upland game, pronghorn, whitetail, and mule deer. There are also many opportunities for recreation during the winter months, including ice fishing, indoor archery, curling facilities, and two indoor ice arenas for youth and adult hockey and skating activities.

The City offers a variety of cultural and historical experiences for all ages. The James Memorial Art Center is housed in what was once the City's first library, and it showcases professional art exhibits, offers art education for adults and children, and provides a venue for community functions and events. Entertainment, Inc!, a local non-profit arts organization, offers artistic entertainment, programs, and services to provide an educational outlet for individuals and groups within the community and is the arts and culture leader for the region. Historical sites of interest around the area include the Fort Union Trading Post, Fort Buford, and the Missouri-Yellowstone Confluence Interpretive Center.

Williston's education needs are met by Williston Public School District #1, which consists of five elementary schools, a middle school, a new \$56 million high school opened in the fall of 2016, and an alternative school, and New Public School District #8, which serves students in surrounding rural areas. Enrollment has increased 64% since 2007, and a new \$56 million high school opened in the fall of 2016. Area private schools include Trinity Christian School, serving K-12, and St. Joseph's Catholic School, serving K-6.

For those seeking higher education, Williston State College operates a two-year public community college in the North Dakota University System. The college is one of eleven institutions under the jurisdiction of the North Dakota State Board of Higher Education. Williston State offers free first year tuition to Williston high school graduates.



WILLISTON COMMUNITY, CONTINUED

The City is within easy distance of several excellent healthcare facilities. Located in town, CHI St. Alexius Health and Trinity Clinic is a fully accredited Joint Commission Critical Access medical facility equipped with advanced medical technology and staffed by a team of skilled healthcare professionals providing comprehensive hospital and clinical services to the region. Trinity Health is a nonprofit, integrated healthcare system that serves northwest/ central North Dakota and Eastern Montana. Their Western Dakota Community Clinic in Williston, a new 60,000 square foot facility, offers a wide range of services.

The City's median income is \$74,620 and the average home value is \$275,000.

ABOUT THE POSITION

This is a highly responsible senior leadership position in the Mountrail-Williams Electric Cooperative reporting directly to the General Manager. The position oversees the engineering, construction, operations, and maintenance functions of the utility in such a manner as to assure modern design of electric distribution facilities that meet the highest standards of capacity and condition and reflect the most efficient utilization of construction and operation methods, techniques, and equipment. The Senior Operations Electrical Engineer also performs the engineering and planning for the Cooperative's electrical system, assuring the enforcement of the utility's policies, standards, and specifications. Direct reports include the Meter/Relay Supervisor, Electric/Substation Supervisor, Electrical Engineer, Asset Manager & Compliance, Operations Procedures Administrator, Operations Supervisor, Material/Warehouse Supervisor, and Civil Engineer.

Responsibilities and authorities include:

- Monitors progress and costs incurred in carrying out departmental work plans and budgets; prepares regular reports to the General Manager to assure compliance with program goals and budget levels, which serves as the basis for replanning.
- Establishes system performance criteria and reviews measures thereof to determine consistency with system reliability and power quality goals; develops and implements action plans required to maintain electric service within the limits of established quality and continuity standards.
- Prepares short and long-range work plans, power requirements studies, and other system studies.
- Analyzes data to determine feasibility of technical proposals.
- Analyzes equipment specifications and performance requirements to determine designs.
- Analyzes engineering proposals, process requirements, and related technical data pertaining to industrial applications and equipment design.
- Determines feasibility of designing new equipment or modifying existing facilities.
- Analyzes test data and reports to determine if design meets functional and performance specifications.
- Provides technical support with voltage drop analysis, motor start analysis, fault current analysis, and other technically related area.
- Researches and designs system protection and loading schemes to resolve problems and maintain sectionalizing coordination.
- Reviews and solves power quality problems.
- Assists in design and layout of underground subdivisions and other developments.
- Meets and reviews with Coop staff, developers, consultants, and other agencies in the preparation of plans and specifications for individual developments.
- Completes plans, cost estimates, and staking sheets for projects, developments, and additions to the Coop's electrical distribution system.
- Interprets plans, blue prints, safety orders, and government rules and regulations as related to planning and engineering activities.
- Assists in the development of Coop construction standards and specifications.
- Prepares and updates the Coop's Electric Master Plan.
- Prepares or assists in the preparation and maintenance of the Coop's electrical mapping system.
- Maintains engineering records and files.
- Prepares or assists in the preparation of environmental reviews, technical reports, equipment specifications, and bid specifications.
- Designs switching procedures and system protection schemes.
- Makes Coop Board presentations as required.

This position works in both an office and field environment, occasionally engaging in light to moderate physical exertion, and may be exposed to extreme climatic conditions.



IDEAL CANDIDATE

Mountrail-Williams Electric Cooperative is seeking a highly-skilled Senior Operations Electrical Engineer. This position must exercise a high degree of decision-making that involves interpretation and application of Cooperative policy, along with analysis of fact and circumstance. The selected individual must possess thorough knowledge of policies, procedures, and best practices, as well as exceptional analytical reasoning skills, with the ability to make informed, evidence-based decisions. The MWEC desires an individual who is comfortable with the North Dakota lifestyle, and who is looking to start a long-tenured relationship with the Cooperative.

The Senior Operations Electrical Engineer will be accountable to the General Manager for the efficient performance of all responsibilities. The Senior Operations Electrical Engineer is encouraged to use initiative and judgment in making decisions, and is responsible for keeping the General Manager informed concerning work in progress, including any problems which hinder efficient completion of the duties associated with position.

The Senior Operations Electrical Engineer must be able to speak effectively before groups and employees of the organization. Excellent oral and written communication skills, as well as exceptional interpersonal skills, are essential for the candidate to be successful. This position has regular contact with other Coop staff, consultants, contractors, and customers requiring considerable tact and diplomacy, as well as the ability to effectively convey information to others under stressful conditions and work as part of a team. The candidate will also need to cooperate with members and the general public, providing assistance in a friendly and courteous manner and promoting an understanding and acceptance of the Cooperative's objectives, viewpoints, and programs.

The chosen candidate must be able to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals in written, oral diagram, or schedule form, and must be able to write routine reports and correspondence. The candidate should be able to operate standard office equipment and must have demonstrated computer and math skills. Mathematical abilities should include adding, subtracting, multiplying, and dividing in all units of measure, using whole numbers, common fractions, and decimals, computing rate, ratio, and percent, and drawing and interpreting bar graphs. The Senior Operations Electrical Engineer will need to be able to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Experience in NERC and FERC compliance issues is desired. Previous experience in an electric cooperative or municipal system is preferred.

EDUCATION AND EXPERIENCE

This selected candidate must hold a Bachelor's degree in engineering from a college or university accredited by the Accreditation Board of Engineering and Technology and should have five years of progressively responsible experience in electric utility or equivalent (cooperative or municipal utility preferred). A Professional Engineer's license or the ability to obtain a P.E. license within six months of employment is required. The candidate must have a valid North Dakota driver's license (or ability to obtain one), with the ability to operate a motorized vehicle without the assistance of another employee.





RESOURCES

Mountrail-Williams Electric
Cooperative
www.mwec.com

MWEC on Facebook
www.facebook.com/mwelectric

City of Williston
www.cityofwilliston.com

Williston Convention & Visitor's
Center
www.visitwilliston.com

Williston Economic Development
www.willistondevelopment.com

Williston Chamber of Commerce
www.willistonchamber.com



COMPENSATION AND BENEFITS

The salary range for this position is \$150,000 - \$175,000, dependent on qualifications and experience. MWEC participates in the NRECA Retirement and Security Program and offers a 401K retirement plan, with employee eligibility starting after the first year of employment. A full range of benefits is provided, including health, dental, vision, life, and disability insurance plans, holiday, vacation, and sick leave, and a \$750/month housing stipend.

APPLICATION PROCESS

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

Doug Thomas, Senior Vice President
Strategic Government Resources
DouglasThomas@GovernmentResource.com
(863) 860-9314

This position is open until filled. To view the status of this position, please visit: <http://bit.ly/SGRCurrentSearches>

Mountrail-Williams Electric Cooperative is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

MISSION

Mountrail-Williams Electric Cooperative is a not-for-profit, member-owned electric distribution cooperative providing services to northwestern North Dakota. We are committed to meeting the highest standards of satisfaction to our members by providing them with safe, reliable power.