



**BONNEVILLE POWER ADMINISTRATION
DETAIL OPPORTUNITY
INTEREST ANNOUNCEMENT BPA-25-IA-TAS-010**

Transmission Pathways Program Manager

For Classified position J09506 GS-0301-13

Full-time (120 days to one year)

Number of Vacancies: 1

OPENS: 06/05/2025

CLOSES: 06/15/2025

POSITION LOCATION: This position is located with Bonneville Power Administration (BPA), in Transmission Strategy & Business Management (TAS), Chief of Staff (TA), Transmission Services (T). Duty Station: Vancouver, WA.

WHO MAY APPLY: Any Bonneville Power Administration employees with current competitive career/career conditional status. This is a non-competitive detail, 120 days to one year. Employees will need to confirm they have their supervisor's approval when applying for the non-competitive detail.

Employees who have non-competitively served a total of 120 days in a temporary promotion or detail to a higher grade within the preceding 12 months are not eligible for a higher-graded opportunity.

NOTES: Selection from this announcement is subject to the requirements of applicable personnel regulations, policies, and BPA HR Directives. There is no promotion associated with this interest announcement (i.e., employee will retain their current rate of pay)

- When an employee already holds the same grade or higher as the position of interest on a permanent basis, then the detail may be made for a period up to one year, in 120-day increments. When appropriate, details may be extended for an additional year, in 120-day increments.
- When an employee holds a lower graded position or is in a position with lower-graded promotion potential than the position of interest, he/she is prohibited from serving in a higher-graded position for more than 120-days in a 52-week period.
- The employee will be returned to his/her permanent position of record (i.e., position prior to detail) upon completion of the detail opportunity.
- Occasional travel may be required.
- TAS will carry the FTE.

GENERAL INFORMATION: The incumbent will report to the Supervisory Business Analyst, Nic Lane.

This position is located in Transmission Strategy & Business Management (TAS), Chief of Staff (TA), Transmission Services (T), Bonneville Power Administration.

The purpose of this position is to manage Transmission's Student Program consistent with Transmission and BPA strategic objectives and serve as the hiring and performance manager for all program support staff and all Transmission Pathways participants, students, and recent grads. The position manages strategic initiatives and special projects across and on behalf of Transmission Services that relate to strategic workforce planning and long-

term sustainability. The incumbent independently performs supervisory and non-supervisory work to build, grow, and assess the Transmission Student Program. The incumbent also serves as an expert advisor to BPA managers and students on issues such as outreach, timelines, and strategic planning. The incumbent represents BPA at outreach events and on Industry Advisory Boards.

MAJOR DUTIES:

Supervisory Authority: Exercises delegated supervisory authorities and responsibilities, directing, coordinating, and overseeing the work and providing similar oversight of contractors when appropriate. Deals with human resources management policy matters with impacts across Transmission, with personnel actions affecting all student program employees, and with other staffing actions having significant impacts. This position supervises two full-time federal support positions in addition to serving as the performance manager for all of Transmission's Pathways Program employees.

- Plans annual work experience to be gained by subordinate student program participants and daily work assignments for program support staff. For all staff, sets and adjusts priorities, and prepares schedules for completion of work assignments.
- Assigns work to subordinates based on priorities, selective consideration of the difficulty and requirements of assignments, and the capabilities of employees. Makes decisions on work problems presented by subordinates and by contractors.
- Develops performance standards. Evaluates the work performance of subordinates. Assures reasonable equity of performance standards and rating techniques among subordinates, and assures comparable equity in the assessment by subordinates of the adequacy of contractor work.
- Recommends awards and bonuses for subordinates and changes in position classification.
- Approves expenses comparable to within-grade increases, extensive overtime, and employee travel.
- Gives advice, counsel, and instruction to employees on both work and administrative matters.
- Interviews candidates for positions and makes selections, promotions, and reassignments to such positions.
- Hears and resolves grievances and complaints from employees. Effects disciplinary measures, including serious disciplinary actions such as suspensions and terminations.
- Identifies developmental and training needs of employees that align with policy, regulation, and strategic business objectives; and provides or arranges for needed development and training. Makes decisions on non-routine, costly, or controversial training needs and training requests of subordinates.
- Provides understanding, support, and leadership in administering the BPA EEO program for all applicants and employees. To the full extent of delegated authority and responsibility, provides and ensures fair and equitable treatment for all employees in personnel policies and practices including recruitment, selection, placement, counseling, training, career development, promotion, and adverse action.
- Ensures team-oriented, effective, harmonious, and productive formal and informal working relationships within the organization, between the organization and other organizations, and with those positions key to the effective accomplishment of BPA's business, marketing, and customer service objectives.

- As the principal steward for his/her organization, creates and maintains a cost-consciousness, market-driven, and results-oriented atmosphere that is characterized by innovation, customer focus, continuous improvement, and competitive orientation. Finds and implements ways to eliminate or reduce significant bottlenecks and barriers to production or increase the quality of the work directed.
- Exercises significant responsibilities in dealing with other BPA managers and supervisors and in advising senior-level BPA managers.

Student Program Management: Works directly for and serves as the overall programmatic advisor and expert consultant to the TAS Supervisor and Transmission Chief of Staff in planning, organizing, managing, integrating, and evaluating all Transmission Student Program elements and activities as well as providing support for the Transmission Tier 2s in achieving workforce development goals. When designated, acts for managers on all matters pertaining to Transmission's Student Program across BPA.

- Plans, leads, and implements the Transmission Student Program, including defining requirements, monitoring performance, and providing oversight of contractor activities, when necessary. Assists the rotation managers across Transmission in establishing work priorities, workload planning, and budget and staff planning, as required. Prepares short- and long-term Transmission Student Program budget and strategic plans.
- Ensures all Transmission's Student Program strategies, policies, and operations are fully integrated and coordinated within other BPA programs and activities. Anticipates and resolves major program problems, identifies future program needs, and oversees the development of policies, standards, procedures, and instructions to guide rotation managers and Transmission Student Program staff.
- Plans, coordinates and monitors critical strategic activities and special projects assigned by the TAS Supervisor or Transmission Chief of Staff. Designs, plans, coordinates, and oversees or conducts comprehensive studies and analyses to identify and propose to the rotation managers and other senior management solutions to broad, complex situations within Transmission's Student Program, as it relates to Transmission, or organizations within BPA.
- Plans and conducts annual Student Program assessments to identify program issues/problems and improvements. Prepares and implements proposals establishing or modifying the program's policies, procedures, and systems to resolve issues or improve the program.
- Plans and oversees studies and analyses to determine the root-causes program problems, and develops and presents to management proposed solutions. Researches and recommends new and improved methods and procedures for application within Transmission's Student Program.
- Represents Transmission's Student Program in working directly with executive-level personnel, managers and staff in BPA, state and local institutions; private industry; or public groups. Justifies, defends, or negotiates in representing the organization in obtaining or committing resources, and in gaining compliance with established policies, regulations, or contracts.
- Evaluates and makes recommendations concerning overall plans and proposals for Transmission's Student Program relating to major BPA projects and implementing national level guidance in standards, guidelines, or policies for programs impacting Transmission's Pathways Program elements.
- Participates actively in conferences, meetings, or presentations involving problems or issues of considerable consequence or importance to Transmission and the Transmission Chief of Staff program elements. Assures decisions and actions conform to applicable policy.

Performs other duties as assigned.

HOW TO APPLY: Complete a brief memorandum of interest giving a description of your relevant experience and reasons for applying for this detail. Submit your memorandum, along with the completed supervisory acknowledgment statement below by close of business on (06/15/2025) to: dplane@bpa.gov. Do NOT submit a resume.

SUPERVISOR'S ACKNOWLEDGEMENT

INTEREST ANNOUNCEMENT *(internal number)*

I acknowledge that _____ has requested consideration for this position. I understand this assignment is a detail 120 days to one year, full time.

I am willing to consider approving the detail and understand the salary, travel, lodging, M&IE costs and/or FTE for the duration of the detail will be funded by TAS.

Supervisor's Signature _____ Date: _____

Supervisor's Title: _____ Routing: _____