

**CITY CHIEF DECARBONIZATION OFFICER (DCAS)**

**General Statement of Duties and Responsibilities**

This is a management class of positions.

Under executive direction, with very wide latitude for the exercise of independent initiative and judgment is responsible for the management of the City's Division of Energy Management. Participates in the formulation and implementation of citywide energy conservation policy. Is responsible for developing and coordinating programs, procedures, and methods to reduce the City's energy costs and carbon emissions. Establishes citywide energy conservation standards and objectives. Acts as the chief decarbonization and energy advisor to executive staff citywide, while overseeing agency staff responsible for providing technical expertise to Agency Chief Decarbonization Officers and agency energy liaisons assigned citywide. Oversee compliance with decarbonization mandates for City government operations. Directs the preparation and presentation of the City's annual budget for electricity, gas, and steam service for city-owned and leased spaces. Oversees energy master planning, carbon reduction planning, and billing of energy consumption citywide. Represents the agency at meetings and conferences concerning energy and related policy issues and performs liaison functions with Federal, State, and City agencies.