

**CHIEF HUMAN RESOURCES OFFICER
RAYBURN COUNTRY ELECTRIC COOPERATIVE
ROCKWALL, TEXAS**

PROFILE

The Chief Human Resources Officer (CHRO) is a new position with Rayburn Country Electric Cooperative (“Rayburn”). The CHRO will be a direct report to the Chief Executive Officer and supervises two personnel including a Director of Human Resources and an Employee & Member Relations Coordinator. The CHRO provides executive-level leadership and guidance to Rayburn’s human resources (HR) and administrative operations and is responsible for setting, enforcing, and evaluating legally compliant human resources policies, procedures, and best practices, and identifying and implementing long-range strategic talent management goals.

CONDITIONS AND REQUIREMENTS

Rayburn is a generation and transmission (G&T) cooperative that experienced a large cultural shift in recent years that was enhanced by retirement of tenured executive leadership and a board-motivated strategic shift and evolution to the business model. Over the recent span of years, Rayburn dramatically shifted its vision from a traditional “paper G&T” business model to a strategic model that adjusted its overall philosophies to take advantage of opportunities in partnership, asset ownership, and organized power markets. This span of time included growth from nine employees to forty-two with half of those employees hired in the past three years. In addition, the organization added nearly \$200 million in asset investment with additional plans to increase assets in the future.



Rayburn’s rapid growth naturally positioned the culture to be more project-oriented with a group of high performing personnel capable to execute under stress and tight timelines, carry high accountability and ownership as natural principles, and be creative to meet the challenging demands of reliable and affordable power supply service. While the organization benefitted from leadership and personnel that excelled in this environment, leadership would like to begin a transition toward a more value based corporate environment while maintaining its positive attributes and better-define cultural imperatives to continue its track record of success. In addition to ensuring strong fundamentals in HR, the CHRO will be tasked with collaborating with executive leadership and board members to define long-term mission and goals, to develop a roadmap for the organization’s future with human capital, and to support the organization’s mission through talent management. The CHRO will also bring a more stringent focus to ensuring the organization’s culture maintains identified core values of respect, integrity, excellence and innovation.

Rayburn operates as a relatively flat organization chart with little adherence to hierarchy, a family-oriented culture, and a strong orientation to engage formally in strategic planning and utilize the strategic plan to guide decision making with each division supporting all others in execution of their goals. Candidates should offer a natural goal orientation and be driven to align departmental goals and quantifiable metrics to the broader strategic plan. Rayburn carries the mantra of “status quo is not company policy” and anticipates executives with a continuous improvement drive that are willing to respectfully challenge tradition and innovate to find ways to best serve the membership. Candidates should offer a management and leadership style oriented toward partnership and teamwork with strong tendencies to empower subordinates and teammates to take ownership of their tasks,

enhance performance through communications in all directions, and facilitate an environment that reinforces such tendencies from others. The relatively small staff of the organization also necessitates experience and skills in managing external consultants effectively.

Rayburn's current HR team of two is highly effective at fundamental HR practices but it is desired that candidates bring a breadth of HR experience in areas such as training, benefits, payroll, health and wellness, recruitment, compensation, HR administration and planning, diversity and inclusion, and HR information systems. Success developing and executing a succession plan for an organization is desired as well as experience leading an organization through generational shifts.

Experience working with a utility (or publicly elected) board of directors is desired. Ideally, candidates will offer experience in the electric cooperative or electric utility realm; however, candidates with broader technical industry experience that support a business model of customer ownership are encouraged to apply. Ideal candidates will display a track record of success in a progressive, collaborative, and transparent environment where the HR function is considered to be a strong contributor and service provider. Candidates should offer a history of engaging with a larger network of HR professionals and capable to develop such partnerships to assist in benchmarking exercises and measuring and improving performance against industry standards.

Rayburn will soon be recruiting and onboarding its first group of field personnel in linemen functions. Individuals that offer experience administering human resources functions directly with utility field personnel are desired.

Among the topics listed above, candidate qualifications include at least ten years of progressive human resources management experience at the managerial level and measurable success in leading progressive business initiatives in an applicable environment.



A bachelor's degree in an applicable discipline is required and an advanced degree is desired. Human resources certification such as PHR, SPHR, SHRM-CP, or SHRM-SCP is desired.

Additional requirements:

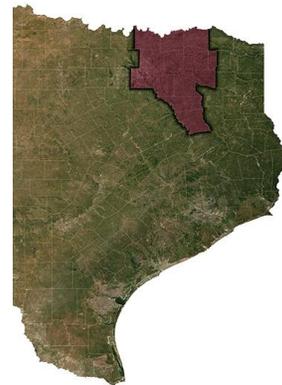
- Demonstrated experience consulting and advising senior-level executives in broad areas of human resources and administration.
- Demonstrated commitment to an inclusive and collaborative leadership style that is strong in teamwork.
- Demonstrated strategic planning, implementation and evaluation expertise.
- Evidence of the practice of a high-level confidentiality
- Interpersonal skills
- General knowledge of employment laws and practices
- Excellent verbal and written communication skills
- Excellent organizational skills

RAYBURN COUNTRY ELECTRIC COOPERATIVE

Rayburn Electric Cooperative is a non-profit generation and transmission electric cooperative, formed in 1979 by seven distribution cooperatives in Northeast Texas. The Member cooperatives united to gain bargaining power in critical wholesale purchased power negotiations. Rayburn is named after Sam Rayburn, former Speaker of the United States House of Representatives, who was instrumental in the passage of the Rural Electrification Act. Rayburn serves four Member owned distribution electric cooperatives: Fannin County Electric Cooperative, Farmers Electric Cooperative, Grayson-Collin Electric Cooperative, and Trinity Valley Electric Cooperative. Rayburn is governed by its Board of Directors, which is comprised of the General Manager and a Director from each Member cooperative.

Rayburn obtains power from various places to maintain lower power costs for its Members. Renewables are a key part of Rayburn's portfolio including hydroelectric power from Denison Dam and various solar projects located within its territory.

Rayburn provides a source of adequate, reliable, and affordable wholesale electric energy that meets the needs of its Members. Rayburn owns and operates over 300 miles of transmission lines in Texas located entirely within the Electric Reliability Council of Texas (ERCOT). Rayburn is also certified as a transmission owner and transmission operator by the Texas Reliability Entity. We comply with Public Utilities Commission of Texas (PUC), Electric Reliability Council of Texas (ERCOT), North American Electric Reliability Corporation (NERC), and Federal Energy Regulatory Commission (FERC), as applicable for electric reliability compliance.



Members purchase power from Rayburn and provide retail electric service to over 200,000 meters, in 16 counties north and east of the Dallas Metroplex. Rayburn's load base is growing around 5% annually with a member-customer base of around 90% residential and a 1,000 MW peak during the summer period.

Helpful Links:

Main Web Site: <https://www.rayburnelectric.com/>

About Us: <https://www.rayburnelectric.com/about/>

Projects: <https://www.rayburnelectric.com/projects/>

BENEFITS

Compensation is open dependent upon experience and Rayburn offers relocation support. Other benefit details are listed at the end of this description. Rayburn also offers annual incentive compensation up to one week of salary to all personnel.

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TIMELINE

- March 19 – Application Deadline
- By April 16 – Virtual Semi-Finalist Interviews completed
- By May 7 – Finalist candidate interviews completed on-site in Rockwall, TX
- Late May/early June start date

CONTACT INFORMATION

Mr. Patrick Prouse - Senior Recruiter

Mycoff Fry Partners LLC

(800) 525-9082; pprouse@mfpllc.us

Resumes and cover letters preferred in PDF format.

Benefit Compensation Summary

Employer Provided Health Benefits

- **Medical PPO**
 - Deductible and Out of Pocket \$300.00 individual and \$600.00 family, co-ins 100%
 - Emergency room co-pay \$50.00
- **RX**
 - Copays waived for generic drugs filled at an Exclusive Choice Pharmacy (CVS, Walmart, Sam's) or mail order
 - Generic drugs at other in-network pharmacy 15.00 co-pay
 - Brand name drugs 30% of cost of drug
- **Dental PPO- Enhanced Plus**
 - Preventative and diagnostic (i.e.: cleaning and X/rays) covered at 100%
 - Basic services \$50.00 deduct 100% (ex. filings)
 - Major Services \$50.00 deduct, co-ins 80/20 (ex. crowns)
- Short Term Disability
- Long Term Disability
- Basic Life- 3 times employee's annual salary
- Business Travel Accident Insurance

Employee Supplemental Insurance (optional)

- Vision
 - Monthly- employee \$15.89, employee plus dependents \$43.85
 - Annually- employee \$190.68, employee plus dependents \$526.20
- Supplemental Life
- AD & D
- Spouse Life
- Child Life

401(k)

- Employer base contribution 8%
- Employer matches 100% of employee contribution up to 5%

PTO

Accrue 16 hours per month, 192 hours annually --4.8 weeks

Holidays

9 paid holidays

Bonus

Annual bonus equivalent to 1 week's salary