

Chief Executive Officer
Red Lake Electric Cooperative, Inc.

Red Lake Electric Cooperative is seeking applicants for Chief Executive Officer at our headquarters in Red Lake Falls, Minnesota.

The pay range for this position begins at \$140,000 per year. Appropriate compensation will be determined based on a candidate's skills, education, and any previous relevant experience.

To apply, email your resume and cover letter to Careers@RedLakeElectric.com. Applications will be accepted through Sunday, October 26, 2025.

Position Summary

The Chief Executive Officer (CEO) of Red Lake Electric works in partnership with the Board of Directors and staff to advance the Cooperative's vision, guided by the seven cooperative principles. This includes overseeing the delivery of reliable electric transmission and distribution services and engaging in regional and national efforts on key energy issues.

The CEO provides strategic leadership to ensure system reliability and responsiveness to its customers, employees and the evolving demands of the electric utility industry. The CEO is responsible for implementing long-term plans and maintaining a strong organizational culture.

This position ensures the Cooperative operates in accordance with sound financial management practices, follows the policies and objectives established by the Cooperative Board, Articles of Incorporation, and the Bylaws of the Cooperative.

The CEO directly supervises the Managers of Operations, Member Services, and Finance. Reporting to an elected nine-member Board, the CEO keeps the Board informed on regulatory and political developments, financial performance, staffing needs, and system reliability.

Essential Responsibilities

Overall Management of Cooperative Departments

- Ensures all departments maintain a high level of expertise.

- Makes decisions, with recommendations from staff, on electrical power supply, financial policies, electrical system, procurement, staffing, and administrative policies.

Responsibility to the Board of Directors

- Attends regular Board meetings.
- Submits items of business for Board consideration.
- Administers Board policies and carries out directives.
- Educates or arranges education for Board members on important Cooperative topics.
- Recommends short- and long-range strategies for financial health, adequate power supply, and efficient operation.
- Administers wage and salary plans, and recommends compensation levels, employee benefits, and training and development programs for Board approval.

Positive Work Environment Development

- Develops and fosters a positive work environment.
- Encourages staff participation and suggestions.
- Utilizes appropriate delegation methods.
- Provides training for staff growth, development, succession planning, and safety practices.

Annual Work Plan and Budget Management

- Assists in all phases of the budget process.
- Works with department heads on departmental work plans and budgets.
- Collaborates with office staff on overall budget planning, monitoring, and presentation to the Board.
- Works with external financial advisors to support the Cooperative.

Labor and Employee Relations

- Participates in contract negotiations and labor/management meetings.
- Administers Collective Bargaining Agreements.

Meeting Attendance

- Represents the Cooperative at subsidiary and local, regional, and national organization meetings.
- Attends Monthly Minnkota Manager Meetings, Minnkota Board of Directors Meetings, and other Minnkota-sponsored meetings and events.
- Attends Local, Regional, and National Electric Organization Meetings as appropriate.

Community and Professional Relations

- Ensures proactive communication with and responsiveness to member owners.
- Establishes Cooperative presence in community service organizations.
- Encourages utility participation in selected community activities.
- Maintains positive working relationships with local, county, state, and federal officials to promote Cooperative needs and objectives.

Responsibility for Confidential Matters

- Handles information related to personal records, salaries, and labor negotiations.
- Maintains confidentiality as appropriate.

Qualifications

Experience and Education

- Bachelor's degree required; Engineering, Business Administration or Accounting degree is preferred
- Proven leadership, strong interpersonal skills, and effective oral and written communication required
- Five (5) years' management experience in electric utility finance, system operations, member relations or engineering preferred

Knowledge/Skills/Abilities:

- Must have comprehensive knowledge of electric utility systems, including financing, system operations, power resources, management, planning, maintenance, construction and personnel administration

- A thorough understanding of current issues affecting the electric utility industry in northern Minnesota is desirable
- Ability to make public presentations to a variety of audiences, exercise independent judgment, and foster trust and positive working relationship with the Board, Cooperative members, employees, consultants, other utilities, agencies and community leaders

Additional Information:

Must have the ability to obtain and maintain a valid driver's license. Travel is required to meet the requirements of the Cooperative. The CEO's presence is required at meetings locally, regionally and nationally. To effectively lead and represent the Cooperative, the CEO is required to reside within or near the service area served by Red Lake Electric.

Benefits

Red Lake Electric supports employees through a strong total compensation package that includes a competitive pay and benefits package. The cooperative offers:

- Medical, Dental, and Vision insurance
- 401(k)
- Retirement plan
- Life insurance and AD&D coverage
- Short Term and Long Term Disability insurance
- Paid time off: Holidays, Vacation, Sick leave
- Section 125 Plan for medical and dependent care expenses

This description is not all-inclusive and requirements may change according to the demands of the position.

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities

This employer is required to notify all applicants of their rights pursuant to federal employment laws. For further information, please review the [Know Your Rights](#) notice from the Department of Labor.