



---

Date: February 20, 2024  
Job Title: **Director, Renewable & Regulatory Compliance**  
Supervision: Compliance Specialist  
Reports to: VP, Strategy  
Classification: Exempt, Full Time, Days, Monday through Friday, Core hours 7:30 – 4:00  
Environment: Primarily office  
Physical: Office work, Prolonged periods sitting at a desk and working on a computer.  
SAFETY: MANDATORY UNCOMPRISING COMPLIANCE TO COMPANY SAFETY POLICIES  
Competencies: Analyze Issues & Solve Problems, Acts with Integrity, Communication, Use Seasoned Judgement, Manage Execution, Drive for Results, Focus on Continued Improvement

The **Director of Renewable and Regulatory Compliance** will lead the organization's compliance programs across all regulatory environments. This position demands expertise in the renewable fuels market, and experience in helping businesses navigate dynamic regulatory environments in the service of commercial objectives.

Essential Responsibilities:

- Serve as a lead subject matter expert on biofuel regulations.
- Establish compliance operational procedures and develop organizational strategies to ensure the company complies with all federal, state and local regulations.
- Provide expert knowledge on and ensure compliance with EPA's RFS, CARB's LCFS, Canada's CFR, RED III, and other national and state programs.
- Monitor and report on trends pertaining to RIN or LCFS markets.
- Evaluate trends and legislation. Provide recommendations and implement changes to compliance processes due to new or amended legislation.
- Serve as the primary interface with external compliance departments, auditors, and government regulators.
- Manage implementation of feedstock traceability and sustainability attribute management software (Veriflux) across the company.
- Support trading and operations teams with compliance needs.
- Develop communication and training initiatives that inform the appropriate stakeholders about compliance requirements.
- Manage and provide day-to-day work direction to the Compliance Specialist.
- Prepare and submit required compliance reports / documentation for customers, auditors, and government regulators.
- Manage company's ISCC certification and serve as point for annual audits.
- Represent Saint Paul Commodities at compliance-related conferences and trade association events.

Knowledge, Skills and Abilities to perform duties effectively:

- Strong knowledge and experience with EPA Renewable Fuels Standards (RFS), California's Low Carbon Fuel Standard (LCFS), Oregon's Clean Fuel Program, Washington's Clean Fuel Program and Canadian Clean Fuel Regulations.
- Thorough knowledge of compliance requirements and governmental regulations.
- Excellent interpersonal, communication and organization skills, with the ability to multi-task and prioritize work assignments within deadline constraints.
- Ability to communicate technical concepts to non-experts, including the development of training on LCA, LCFS, GREET, and other technical topics.
- Strong analytical and problem-solving skills with a proven ability to exercise initiative, judgment, and discretion and ability to multi-task and function well in a high-paced and at times stressful environment.



---

### Required Education & Experience

- Four-year degree in Accounting, Environmental Engineering, Data Analytics, or related field experience; master's degree preferred.
- 7+ years of work experience in compliance in the environmental or renewable energy industry, with expertise in environmental life cycle assessment (LCA) GREET models; management experience preferred.
- Proficiency in Microsoft Suite (Outlook, Word, Excel, PowerPoint) and strong Excel skills.