

SUMNER COWLEY ELECTRIC COOPERATIVE, INC.

Position Description

Job Title: Line Foreman
Reports To: Line Superintendent
FLSA Status: Full Time/Non-Exempt
Last Reviewed: January 2026

Position Summary:

The Line Foreman plays a key leadership role within the operations department at Sumner Cowley Electric Cooperative, Inc. This position is responsible for overseeing a crew of line workers engaged in the construction, maintenance, and repair of overhead and underground electric distribution systems. The Line Foreman ensures all work is performed safely, efficiently, and in compliance with cooperative policies, safety standards, and industry regulations. This role also assists the Line Superintendent in planning daily work activities, mentoring crew members, and responding to outages and emergencies.

Essential Responsibilities and Personal Conduct:

The following list is intended to describe the general nature of the basic responsibilities and conduct expected of individuals employed by Sumner-Cowley Electric Cooperative. It is not intended to be an all-inclusive listing. The descriptions contained within are subject to change at any time at the sole discretion of the management.

Must be supportive of all policies and decisions set by management and the Board of Directors.

Conduct oneself in such a manner as to contribute to a better understanding of the Cooperative when in contact with members or the public, as well as maintain a harmonious relationship with all Cooperative employees.

Must be able to write legibly as well as read and comprehend material, display effective written and oral communication skills and the ability to communicate with the public and other employees tactfully and courteously.

Must have good interpersonal skills and ability to get along with diverse personalities; capable of conveying a positive and professional image.

Must be able to coordinate projects with other employees, as well as ability to work with and consistently meet deadlines, budgets, and work on several projects simultaneously.

Key Responsibilities:

The following list of duties is intended to describe the general nature and level of work to be performed by individuals assigned to this position. It is not intended to be an all-inclusive listing, and other duties may be assigned. The descriptions within this classification are subject to change at any time at the sole discretion of management.

Safety & Compliance:

Enforce safety procedures and regulations (e.g., OSHA, NESC); lead daily job briefings and ensure safe work practices are always followed. Attends all safety meetings and trainings.

Crew Leadership & Oversight:

Supervise and direct the activities of assigned line workers during the construction, maintenance, and repair of distribution lines and related equipment.

Work Planning & Execution:

Interpret work orders, drawings, and staking sheets; ensure proper materials, tools, and equipment are available and used appropriately.

System Maintenance & Inspections:

Participate in the regular monitoring of the distribution system, including line patrols and scheduled substation inspections, to identify and resolve potential issues.

Outage Response & Restoration:

Take lead responsibility in coordinating crew response during outages, storms, or other emergencies, ensuring rapid and effective restoration of service.

Training & Mentorship:

Provide hands-on training, support, and guidance to less experienced crew members; help evaluate performance and support skill development.

Reporting & Communication:

Complete required documentation related to time tracking, work orders, inspections, and outages. Communicate effectively with the Line Superintendent and other departments.

Equipment & Vehicle Maintenance:

Ensure proper care, maintenance, and operation of line trucks, tools, and safety equipment.

Qualifications:

- * High school diploma or equivalent required.
- * Completion of a recognized lineman apprenticeship program.
- * Minimum of 5 years of experience as a journeyman line worker, with demonstrated leadership or supervisory responsibilities.
- * In-depth knowledge of electric distribution systems, line construction standards, and safety regulations.
- * Ability to read and interpret system maps, staking sheets, and technical documents.
- * Valid Class A CDL.
- * Must live within a 20 mile radius of the cooperative headquarters building in Wellington, KS.

Preferred Skills and Attributes:

- * Strong safety awareness with willingness to speak up, stop work when unsafe conditions exist and support a culture of shared responsibility and accountability for safety.
- * Strong leadership and interpersonal skills.
- * Commitment to operational excellence.
- * Ability to remain calm and decisive in emergency situations.
- * Working knowledge of RUS specifications, NESC standards, and cooperative practices.

Working Conditions:

- * Frequently works outdoors in all weather conditions, including storms and extreme temperatures.
- * Required to be on-call for after-hours emergencies and outages.
- * Regular physical demands including climbing, heavy lifting, and working at heights.
- * Must be able to work extended hours during outage situations or severe weather events.

About Sumner Cowley Electric Cooperative, Inc.:

Founded in 1938, Sumner Cowley Electric Cooperative (SCEC) is a distribution electric utility serving five counties in rural south-central Kansas. With 1877 Miles of lines serving 4600 members our member owned cooperative delivers safe, reliable and affordable electricity to the farms, homes and businesses that power rural Kansas.

Sumner Cowley Electric Cooperative

Building on our Past...Lighting the way to the Future