

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Division of Water Rights	UNIT Instream Flows Unit	POSITION # 880-300-3846-901	DATE December 15, 2021
NAME OF EMPLOYEE (IF APPLICABLE)			
CURRENT CLASSIFICATION Water Resources Control Engineer (WRCE) - Two Year Limited Term		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Daniel Worth			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Environmental Scientist (Supervisory)		REVIEWED AND APPROVED BY SIGNATURE	
SUPERVISION EXERCISED (IF APPLICABLE)			
1. DIRECTLY SUPERVISED		2. INDIRECTLY SUPERVISED	
NO. OF EMPLOYEES	CLASS TITLE	NO. OF EMPLOYEES	CLASS TITLE
	N/A		N/A
DESCRIPTION OF DUTIES: SUMMARIZE THE REGULARLY ASSIGNED DUTIES OF THE POSITION, EXPLAIN MOST IMPORTANT DUTIES FIRST. LIST THE PORTION OF TIME BY PERCENTAGE IN LEFTHAND COLUMN, EXTRA SHEETS MAY BE ATTACHED.			
% OF TIME	DUTIES		
35%	<p>Under close supervision of the Senior Environmental Scientist (Senior ES) and consistent with good customer service practices and the goals of the Water Boards' Strategic Plan, the incumbent is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments. Two-year Limited-Term position. Specific responsibilities include:</p> <p>Perform engineering analyses, research, and modeling assignments related to determining and implementing drought response actions throughout California. Collect and interpret hydrological and other data relating to stream morphology and alteration, reservoir operations, erosion, stream flow, water quantity and quality relationships, and water use. Evaluate water supply and demand to inform the implementation of curtailments or other actions to ensure implementation of the water rights priority system and any established instream flow requirements. Independently compile and evaluate existing water rights, including existing adjudications or other sources of information. Prioritize water rights based on priority dates. Evaluate flow recommendations provided by fisheries agencies or other sources relative to available water supplies, beneficial uses, demand, and other relevant factors. Evaluate hydrological, geological, environmental, water supply, and other potential effects of implementing flow recommendations as requirements, and prepare related documentation and recommendations. Conduct and/or review hydrologic and water quality modeling of river and reservoir systems to investigate how operational changes may affect flows, river or reservoir temperature, aquatic habitat, water quality, and other beneficial uses.</p>		
25%	<p>Prepare technical reports, orders, decisions, and any other documents to support the Unit's efforts with regard to development and implementation of drought response actions in priority watersheds. This work includes writing chapters or technical appendices in support of the flow requirements, as well as development of curtailment and information orders and related information to support implementation (e.g., frequently asked questions). Compile and evaluate responses to orders and conduct appropriate follow up with parties affected by the orders. Oversee, manage, and</p>		

	<p>develop contracts or grant agreements related to flow assessments in priority watersheds. Present at public workshops, meetings, or before the State Water Board. Evaluate and prepare responses to public comments. Prepare briefing documents and other related information. Analyze the design and operation of proposed and existing projects. Respond to written and verbal inquiries related to the Unit's work.</p>
20%	<p>Coordinate with state and federal agencies, tribes, academia, nongovernmental organizations, water right holders, and other stakeholders regarding drought response efforts, including collecting field data for instream flow studies. Coordinate with State Water Board and Regional Water Quality Control Board colleagues and programs to ensure consistent and appropriate development and implementation of drought response. Install, calibrate and rate flow gages as appropriate. Present at and represent the State Water Board at meetings, workshops, or conferences to share information on the State Water Board's efforts. Coordinate with water rights staff and other agencies on investigations regarding potential impacts to public trust resources. Lead or act as a team member on hearings, workshops, or meetings before the State Water Board and others; act as staff expert on complex and controversial public trust matters; assist with hearings, evaluate testimony and evidence, question witnesses, write staff analyses and decisions, and respond to comments.</p>
10%	<p>Ensure compliance with California Environmental Quality Act (CEQA) requirements, which may include development of substitute environmental documents. Review submitted models, results, and analyses for technical accuracy in environmental documents. Make recommendations to management or the State Water Board regarding project approval, CEQA compliance, selection of alternatives, and the applicability of mitigation measures. Oversee development and implementation of contracts and direct the preparation of environmental compliance documents by consulting firms.</p>
5%	<p>Phone duty; updating and maintaining the electronic Water Rights Information Management System; preparing email subscription list announcements and web postings; and preparing oral and written information to communicate flow issues to the State Water Board, general public, and technical staff.</p>
5%	<p>Other duties as assigned.</p>
	<p>Employee Signature: _____ Date Signed: _____</p>