

# DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Lahontan Regional Water Quality Control Board	UNIT 160	POSITION # 880-160-3756-054	DATE January 3, 2022
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NAME OF EMPLOYEE (IF APPLICABLE)  
VACANT

CURRENT CLASSIFICATION Engineering Geologist	PROPOSED CLASSIFICATION (IF APPLICABLE)
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NAME OF SUPERVISOR  
Douglas Cushman

CURRENT CLASSIFICATION OF SUPERVISOR Sr. Water Resource Control Engineer	REVIEWED AND APPROVED BY SIGNATURE
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**SUPERVISION EXERCISED (IF APPLICABLE)**

1. DIRECTLY SUPERVISED		2. INDIRECTLY SUPERVISED	
NO. OF EMPLOYEES	CLASS TITLE	NO. OF EMPLOYEES	CLASS TITLE

**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
30%	<p>Under the close supervision of a Senior Water Resource Control Engineer and consistent with good customer service practices and the goals of the State and Regional Board's 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. The incumbent will meet work commitments and act and conduct work in a professional manner, communicate effectively, and have excellent organizational skills. The incumbent is required to drive on State business and conduct field work that may involve overnight travel and hiking on uneven ground for extended periods that may include inclement weather. Specific responsibilities include:</p> <p>Coordinate with the federal land management agencies (US Forest Service, Bureau of Land Management) and the California Department of Forestry and Fire Protection in reviewing timber harvest plans (THPs), Working Forest Management Plans (WFMPs), Non-industrial Timber Management Plans (NTMPs), utility corridor vegetation management plans, and timber harvest exemptions, to evaluate the impact of logging operations and other forest practices on the quality and beneficial uses of water. Conduct pre-harvest and post-harvest field inspections and develops recommendations to prevent, minimize and mitigate impacts to water quality from forest management, post-fire recovery, ecosystem restoration, and fuel reduction projects including livestock herbivory (i.e. grazing). The timber harvest plan review process requires knowledge of: water quality statutes and regulations; forest practices; forest road construction; erosion control design and maintenance; hillslope processes and slope stability; geomorphology and hydrology; and watershed analysis of multiple land use projects and their impacts on water quality and supply; fisheries; and other beneficial uses of water. Perform fieldwork, gather and analyze data, prepare reports, communicate orally and in writing with affected parties and agencies, utilize computer skills, perform data entry and management, and perform environmental analysis.</p>
30%	<p>Review proposed projects that may affect waters of the state to ensure compliance with the requirements of the Water Quality Control Plan for the Lahontan Region (Basin Plan), the Porter-Cologne Water Quality Control Act, the Federal Clean Water Act, the National Environmental Policy Act (NEPA), and the California Environmental Quality Act (CEQA). Prepare Clean Water Act Section 401 water quality certifications and/or</p>

	<p>waste discharge requirements (WDRs) for project compliance with all regulatory requirements. Develop permits for various project types, including but not limited to construction, grading, utility corridor vegetation management plan implementation and maintenance, stream crossing installation/upgrade/removal, road construction, aggregate mining, aquatic habitat restoration, invasive species removal, riparian zone enhancement, and enforcement requirements. Research and analyze project information to assess impacts on water quality in order to develop effective permit requirements. Coordinate with Federal, State and local agencies as needed. Support information management through electronic record-keeping of dredge and fill impacts, mitigation requirements, compliance and other information, within the appropriate data bases. Maintain all pertinent records. Evaluate and execute the Program's regulatory program to protect and enhance water quality. This position may require overnight travel to conduct field work requiring the incumbent to be able to do strenuous hiking during inclement weather over uneven, rugged terrain for extended periods of time during a working day.</p>
10%	<p>Apply geologic principles to site inspections, field investigations, and various field tasks. Site investigations include evaluating project design measures and construction best management practices (BMPs) for water quality protection effectiveness, such as erosion and sediment control, toxic and hazardous waste spill planning, wetland and riparian area site protection, and endangered species protection. Field investigations include reviewing and evaluating project environmental studies and mitigation and monitoring plans. Field tasks include observing construction practices, evaluating BMPs, applying scientific wetland and stream assessment methods and delineation verification at impact site and mitigation sites to verify that lost functions are replaced, and collecting, as necessary, samples of runoff, water, soil and waste contaminated with pollutants, including toxic or hazardous materials.</p>
10%	<p>Participate and communicate effectively on various technical and interagency committees, including those directly related to permitting activities and those related to broader programmatic permitting issues and research. Prepare effective presentation materials and make logical, comprehensible, and convincing written and oral presentations at public hearings and meetings as required. Represent the Regional Water Board policies before the general public, special interest groups, technical committees, and governmental agencies.</p>
10%	<p>Review complaints from the public or other agencies, and conduct follow up actions to address threatened or existing nonpoint source pollution sources. Coordinate with Regional Board Enforcement Unit to assure appropriate action is taken. Perform outreach to landowners, complainants, agencies, or other stakeholders; coordination of and participation in field inspections; field inspection documentation and report writing; development of notices of violation; and progressive enforcement actions.</p>
5%	<p>Mentor existing and new staff in a variety of disciplines and across Water Board programs to facilitate agency function.</p>
5%	<p>Perform other assigned duties as required.</p>
	<p>Employee Signature: _____ Date Signed: _____</p>