

DUTY STATEMENT

DFW 242A (REV. 09/28/21)

 PROPOSED CURRENT**Department Statement:**

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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CDFW DIVISION/BRANCH/REGION/OFFICE Bay Delta Region (Region 3)	POSITION NUMBER (Agency-Unit-Class-Serial)
UNIT NAME AND LOCATION Nutria Eradication Program – Stockton, CA	CLASS TITLE Fish and Wildlife Technician
INCUMBENT VACANT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-384-0916-003

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the supervision of the Nutria Eradication Operations Supervisor (Senior Environmental Scientist [Supervisory]), the incumbent is responsible for the detection and eradication of invasive nutria within the northern portion of the infestation. Work includes surveys, trapping, data collection, communicating with landowners to obtain entry permits, and answering routine questions from the public relative to Departmental nutria efforts. The primary geographical focus of this position will be in San Joaquin, Sacramento, Contra Costa, Solano, Alameda, and Calaveras counties, but work may be assigned in any part of the area of nutria infestation.

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
40%	<u>ESSENTIAL FUNCTIONS:</u> Nutria Surveys - Survey suitable aquatic habitats (wetlands, ponds, river backwaters, sloughs, etc.) to detect nutria sign or presence and delineate the current geographic extent of the nutria infestation. Survey methods will utilize various detection techniques including visual observation, camera stations, artificial (vegetation) and wooden platforms, hair snares and hair identification, use of attractants, baits, and lures, and review of aerial imagery for classifying habitats.
30%	Nutria Trapping - Coordinate and conduct nutria eradication trapping in areas with documented nutria infestations. Methods will include trapping, humanely dispatching the animals while minimizing non-target take, and performing necropsies on taken nutria. This will include management of grid-cell trapping assignments for project staff, understanding and following protocols within surrounding cells, evaluating methodologies and efficacy of attractants, baits and lures, and maintaining and tracking spreadsheets and databases.
10%	Data Collection and Management – Effectively follow project protocols to assist in creating, reviewing, editing, and querying all project data, primarily using a Department smartphone and/or iPad and the Collector smartphone application. Data includes spatial, quantitative, and qualitative information about trap, camera, platform, and observation locations, rechecks, cell habitat classifications and surveys, cell [eradication] phases, confirmed detections, nutria taken, and necropsies.
10%	Communication and Outreach – Coordinate with private landowners, State and local agencies, and public land managers to coordinate nutria survey and eradication efforts, as well as to gain land access permissions. Conduct site visits and attend coordination meetings. Provide information to the public by answering public inquiries by phone, email or letter.

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	<ul style="list-style-type: none"> • Able to use tact and diplomacy when dealing with the needs, problems, and/or concerns of departmental employees, the public, and representatives of other State agencies. <p>WORKING CONDITIONS:</p> <ul style="list-style-type: none"> • Must be willing to work atypical hours and on weekends. • Some overnight travel will be required. • Must be able to swim, walk through deep mud and thick vegetation, work on steep or uneven terrain, in extreme weather and under physically challenging conditions. • Must be able to lift up to 40 pounds. • Must be able to safely and effectively operate watercraft and utility terrain vehicles (UTVs), as well as tow trailers. • Must be able to operate a motor vehicle and equipment and be prepared to travel using a State vehicle. • Must be able to competently use wildlife restraint drugs and equipment, and firearms as per the Department's policy for non-enforcement personnel through a federal firearms prohibitions self-certification. 	
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
PRINT SUPERVISOR'S NAME Talmadge Robinson, Senior Environmental Scientist (Supervisory)	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.		
PRINT EMPLOYEE'S NAME VACANT, Fish and Wildlife Technician	EMPLOYEE'S SIGNATURE	DATE