

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) SWRCB/Central Valley R5	UNIT Planning Section	POSITION # 880-150-3844-121	DATE June 2022
NAME OF EMPLOYEE (IF APPLICABLE) Vacant			
CURRENT CLASSIFICATION Senior Environmental Scientist Specialist		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Meredith Howard			
CURRENT CLASSIFICATION OF SUPERVISOR Environmental Program Manager I (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
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		
40%	<p>Under the supervision of an Environmental Program Manager 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. Specific responsibilities include:</p> <p>Plan, organize, and coordinate the development of water quality control programs, Basin Plan amendments, or other Board actions to address water quality impairments and control pollutants contributing to degradation of water quality in the Central Valley. Conduct scientific analysis and assessments to identify factors contributing to water quality impairments, sources of pollutants, and controllable factors to determine potential actions needed restore water quality. Conduct California Environmental Quality Act (CEQA) evaluations, review scientific literature, write reports, give Board presentations, manage grants and contracts, conduct environmental field investigations, and analyze data and economic costs of potential regulations. Complete other work in support of the development and implementation of Basin Plan amendments, control programs, or other management actions to address water quality and beneficial use impairments in the Central Valley.</p>		
35%	<p>Plan, organize, and coordinate programs to assess water quality impacts and contaminant effects on a regional basis with an emphasis in the Sacramento-San Joaquin Delta Estuary and its tributaries. Represent the Board on technical committees, review technical reports and workplans, and conduct beneficial use assessments and environmental field investigations.</p>		
20%	<p>Represent the Central Valley Regional Water Board at meetings with local, state, and federal agencies, other interest groups, Native American Tribes, various technical and interagency committees, Water Board Round Tables, and other internal and external meetings. Prepare and present written and oral presentations at public hearings, scientific conferences, meetings of the Central Valley Water Board, and other federal,</p>		

5%	<p>state, and local agencies. Compile and report on program activities and accomplishments to Central Valley Water Board management, the State Water Resources Control Board, and USEPA. Track development of State Water Board Policies and Programs related to beneficial use impairments and TMDLs. Develop the Triennial Review workplan and all regulatory requirements related to the adoption of the Triennial Review.</p> <p>Perform other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>
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