

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Central Valley Water Board Fresno	UNIT Irrigated Lands	POSITION # 880-155-0762-XXX	DATE September 2022
NAME OF EMPLOYEE (IF APPLICABLE) Vacant			
CURRENT CLASSIFICATION Environmental Scientist		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Eric Warren			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Water Resource Control Engineer		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		
	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. Specific responsibilities include:		
25%	Perform technical assessment of scientific data and monitoring reports to assess surface and groundwater impacts resulting from irrigated agricultural activities and compliance with the requirements of the Irrigated Lands Regulatory Program and other Water Board-adopted plans and policies. Review and evaluate information related to applicable water quality standards, farm management practices, nutrient management practices, and agricultural chemical storage and application practices. Conduct inspections and field investigations in response to complaints and to ensure compliance with applicable Waste Discharge Requirements. Prepare reports to document findings and interactions with facility owners, operators, or interested parties.		
20%	Use scientific knowledge and technical expertise to prepare correspondence, work summaries, and progress reports related to all Program activities. Conduct research on current technologies used in agriculture. Maintain Microsoft Excel and Microsoft Access Databases for outreach and enforcement to General Order enrollees. Monitor GeoTracker, the State's groundwater database, for drinking water well monitoring compliance. Coordinate with other office staff and other agency staff (e.g., Department of Fish and Wildlife DFW) to implement a comprehensive regulatory program. Coordinate public outreach and compliance work with staff in the two other Central Valley Water Board offices.		
20%	Use sound scientific knowledge and judgment to review water quality data submittals to ensure completeness and correct reporting practices consistent with applicable federal and state rules and regulations. Review planning documents for environmental data		

	<p>collection such as Quality Assurance Project Plans. Maintain and populate spreadsheets and databases related to unit functions and requiring familiarity with environmental sampling methods, analytical methods, and data management and data validation.</p>
15%	<p>Utilize knowledge of Geographic Information Systems (GIS), Microsoft Excel spreadsheets, and Program discharger databases to update GIS layers of agricultural parcels covered under the Program; provide guidance to Program staff on GIS tools and applications. Use progressive enforcement to bring irrigated lands dischargers and coalitions into compliance with Water Code, Basin Plans and applicable general orders. Prepare staff enforcement letters and Notices of Violation to growers and coalitions. Prepare Water Code 13260 & 13267 orders, Administrative Civil Liability orders, and Cleanup and Abatement orders to address violations using enforcement policy. Use scientific knowledge and technical expertise to prepare and present enforcement items and information items to Water Board during board hearings.</p>
10%	<p>Prepare, review, and revise, draft waste discharge requirements and monitoring and reporting programs for irrigated agricultural lands third parties, coalitions, or individual growers. Work with staff including Water Resource Control Engineers, Engineering Geologists, and Environmental Scientists, and coordinate the review process with applicable agencies and other interested parties in preparation to develop the final draft.</p>
5%	<p>Conduct meetings with dischargers, organizations, the public, and government agencies to discuss development and implementation of water quality protection programs related to discharges from irrigated lands. Participate in stakeholder processes such as Regional Water Management Groups, coalition, watershed, or water quality monitoring groups as required to inform groups by providing clarification and/or interpretation of Board policies and other water quality control plans that could affect their group's plans and projects. Prepare and present informational and other presentations for the Board.</p>
5%	<p>Perform other duties as required.</p>
<p>Employee Signature: _____ Date Signed: _____</p>	