

## DUTY STATEMENT

<b>ORGANIZATION (DIVISION/REGION/BOARD)</b> State Water Resources Control Board – Division of Water Rights	<b>UNIT</b> Supply & Demand Assessment Unit 1	<b>POSITION #</b> 880-300-3846-188, 189, 190	<b>DATE</b> October 3, 2022
<b>NAME OF EMPLOYEE (IF APPLICABLE)</b> Vacant			
<b>CURRENT CLASSIFICATION</b> Water Resource Control Engineer		<b>PROPOSED CLASSIFICATION (IF APPLICABLE)</b>	
<b>NAME OF SUPERVISOR</b> Vacant			
<b>CURRENT CLASSIFICATION OF SUPERVISOR</b> Senior Water Resource Control Engineer (Supervisor)		<b>REVIEWED AND APPROVED BY SIGNATURE</b>	
<b>SUPERVISION EXERCISED (IF APPLICABLE)</b>			
<b>1. DIRECTLY SUPERVISED</b>		<b>2. INDIRECTLY SUPERVISED</b>	
<b>NO. OF EMPLOYEES</b>	<b>CLASS TITLE</b>	<b>NO. OF EMPLOYEES</b>	<b>CLASS TITLE</b>
n/a		n/a	
<b>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.</b>			
<b>% OF TIME</b>	<b>DUTIES</b>		
40%	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:  Work with multidisciplinary teams to develop complex hydrologic, hydrodynamic, geomorphic, and temperature modeling and water allocation tools for implementing the water rights priority system in critical watersheds. Research and evaluate existing models and tools determine extent of modules necessary to address various supply sources, customize allocation tool inputs to match watershed-specific water right terms and requirements, and identify opportunities for simplifications of priorities to match watershed needs. Prepare reports that detail findings and recommendations. Oversee, manage, and develop contracts related to the development of advanced models. Coordinate with local, state, and federal agencies, nongovernmental organizations, and others on supply and demand assessment efforts.		
20%	Meet and confer with stakeholder groups to better understand local water issues, existing data and models, and data concerns, build relationships with key community representatives, help develop local agreements that are consistent with results from supply/demand analyses, and customize tools to analyze and validate water use as consistent with the water rights priority system. Represent the State Water Board at meetings and workshops.		
20%	Consult with and advise other agencies and institutions engaged in environmental analysis, management, planning, regulation, investigation, and research on methodologies and analyses results. Coordinate with Division of Water Rights Data Governance, Drought Planning, Telemetry, and other teams to ensure methodologies		

and analyses align with related programs. Support public engagement and prepare outreach materials including data visualizations and plain language material to support local understanding of methodologies and studies, provide training, and promote use of technical resources. Present technical information at Water Boards meetings, interagency meetings, public meetings, and public workshops.

10%

Analyze legislation, regulations, plans, policies, procedures, and guidelines associated with managing water rights data, including telemetry and other measurement and reporting methods, and meet with state and federal agencies and other parties to collect input on associated laws and regulations concerning environmental requirements of California and Federal governments. Participate in adjudicatory proceedings and hearings before the State Water Board and the Administrative Hearings Office as a staff expert for environmental matters, including preparation of written testimony and exhibits. Present scientific information related to environmental investigations and matters at Water Boards meetings, interagency meetings, public meetings, and public workshops.

5%

Respond to inquiries from the public (phone duty), draft correspondence, update Division webpages, update records in the Division database, and brief Division management, executive management, and members of the State Water Board.

5%

Perform other duties as required.

Employee Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_