

## DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Office of Research, Planning & Performance	UNIT Groundwater Management Program I	POSITION # 880-240-3751-002	DATE DECEMBER 2022
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NAME OF EMPLOYEE (IF APPLICABLE)  
VACANT

CURRENT CLASSIFICATION Senior Engineering Geologist	PROPOSED CLASSIFICATION (IF APPLICABLE)
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NAME OF SUPERVISOR  
Natalie Stork

CURRENT CLASSIFICATION OF SUPERVISOR Supervising Engineering Geologist	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
7	3 Engineering Geologist 2 WRCE 1 Environmental Scientist 1 AGPA		

**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 general direction of a Supervising Engineering Geologist 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>Direct the staff of the unit. Tasks include assessing groundwater sustainability plans, remedying local failures in Sustainable Groundwater Management Act (SGMA) implementation, and developing interim groundwater management plans for basins under the Board's authority. Perform administrative and geological duties as a first-line supervisor by developing, reviewing, or analyzing correspondence, hearing documents, hydrogeologic investigations, technical reports, and interim groundwater management plans and maintain a highly skilled professional staff. Conduct annual staff reviews and prepare probationary reports. Maintain effective staff by fostering and supporting professional development, determining training needs and approving training requests, implementing the three phases of progressive discipline (if warranted), and hiring qualified employees. Understand each employee's rights with regards to labor relations.</p>
20%	<p>Supervise and manage the administration of the State Water Board's requirements under SGMA. Set or revise fees, evaluate local groundwater and surface water conditions, enforce SGMA as required, and develop and implement interim management plans and controls to sustainably manage basins. Implement SGMA to advance the state's interests and complement other state efforts, for example, those related to climate change, land use planning, drought management, flood management, economic development, and advancing the human right to water.</p>

	<p>Advise the Board on matters related to groundwater. Develop strategies to incentivize and motivate successful local implementation of SGMA. Identify emerging challenges in SGMA implementation and develop responses. Develop innovative methods and tools for completing the State Water Board's responsibilities under SGMA. Identify and act upon opportunities to use diplomatic skills to resolve complex local disputes in lieu of more resource intensive intervention activities.</p>
20%	<p>Coordinate discussion or analysis of groundwater conditions or management with other Water Board units and Regional Water Boards, groundwater users, the media, and other state, local, tribal, federal, and non-governmental entities or individuals involved in, affecting, or affected by SGMA implementation. Cultivate and maintain cooperative working relationships with community groups and other entities. Seek their input, as appropriate, in the evaluation of local groundwater and surface water conditions and the development and implementation of interim management plans and controls necessary to sustainably manage basins. Assist local entities in the development, evaluation, and implementation of groundwater management approaches and other integrated water resources monitoring and management strategies. Provide program information, technical assistance, data, analysis, groundwater management guidance, hydrogeological expertise, and educational outreach to federal, state, local, tribal, and non-governmental entities. Advise and consult with other governmental agencies regarding water quality control, drinking water, and water rights. Conduct other public outreach and education and deliver presentations to internal and external stakeholders related to groundwater assessment and management. Perform legislative and policy analyses of issues with potentially significant impacts on groundwater or surface water management. Direct activities of professional facilitators under contract to assist with local dispute resolution and general outreach activities.</p>
15%	<p>Using engineering geology judgment, conduct and oversee water resources and hydrogeologic investigation and planning work, including design and assessment of water resource management and planning studies, investigation of surface water and groundwater interaction, assessment of groundwater level trends and overdraft, assessment of surface water flows and surface water availability, measurement and estimation pumping rates and volumes, determination of sustainable yield, analysis of water transfer plans, and analysis of surface and groundwater rights priorities. Oversee staff and contractors developing and conducting modeling of groundwater quantity, quality and surface water interactions. Propose and develop potential solutions to address groundwater overdraft and water quality degradation. Act as expert witness in Board or court actions. Present testimony and evidence at State Water Board and Superior Court hearings.</p>
10%	<p>Participate in budget development actions, legislative analysis, and various other work force and program planning activities. Improve the Office as a workplace and promote teamwork and collaboration within and across organizations.</p>
5%	<p>Perform other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>