

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Division of Water Rights	UNIT Bay Delta Section 2	POSITION # 880-300-3844-066/067	DATE January 2023
NAME OF EMPLOYEE (IF APPLICABLE) Vacant			
CURRENT CLASSIFICATION Senior Water Resources Control Engineer (Specialist)		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Mathew Holland			
CURRENT CLASSIFICATION OF SUPERVISOR Environmental Program Manager I		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%	Under the general direction of an Environmental Program Manager I 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: Lead Bay-Delta watershed analyses and modeling specifically related to Bay-Delta watershed hydrology, climate, water quality, water infrastructure and operations, water rights and contracts, fishery and ecological resources, and environmental evaluations including The California Environmental Quality Act (CEQA), biological and physical monitoring. Synthesize modeling results with ecological analyses. Train and mentor early career staff in modeling and analyses for updates and implementation of the Bay-Delta Plan. Review and refinement of environmental documents and preparation of administrative record. Design, direct, and participate in modeling analyses evaluating Bay-Delta Plan amendments and implementation actions including voluntary agreements, regulations, and orders.		
30%	Coordinate and communicate with managers and leaders of state and federal agencies including the Delta Stewardship Council, Bureau of Reclamation, California Departments of Water Resources and Fish and Wildlife, US Fish and Wildlife Service, National Marine Fisheries Service, US Geological Service, and US EPA. Prepare materials and attend briefings for Division management, executive management, State Water Board members, and California Environmental Protection Agency (CalEPA) leadership regarding updates and implementation of the Bay-Delta Plan.		
25%	Support public engagement activities and develop and review outreach materials regarding Bay-Delta modeling and analyses and water rights and water quality programs. Respond to public inquiries and media requests and serve as media		

5%	<p>representative. Present scientific information at Water Boards meetings, interagency meetings, public meetings and hearings, and public workshops.</p> <p>Other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>
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