

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) SWRCB – Division of Water Rights	UNIT Cannabis Instream Flows Unit	POSITION # 880-300-0762-081	DATE January 2023
NAME OF EMPLOYEE (IF APPLICABLE) Vacant			
CURRENT CLASSIFICATION Environmental Scientist		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Daron Pedroja			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Environmental Scientist, 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		
35%	<p>Under the close supervision of the Cannabis Instream Flows Unit Senior Environmental Scientist in the Division of Water Rights (Division) and consistent with good customer service practices and the goals of the State Water Resources Control Board's (State Water Board) Strategic Plan, the Environmental Scientist 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. The incumbent will primarily be responsible for the development and implementation of instream flow requirements and other conditions throughout the state, to ensure that the individual and cumulative effects of water diversion and discharge associated with cannabis cultivation do not affect instream flows needed for aquatic resources and the flows needed to maintain natural flow variability. Must be willing to travel periodically. Specific responsibilities include:</p> <p>Use established scientific methods to develop cannabis flow requirements and technical supporting documents, including evaluation of available instream flow and unimpaired flow methodologies. Evaluate chemical, hydrological, biological and environmental effects of implementing flow requirements. Develop regulations or policies for water quality control to adopt and establish requirements. Oversee, manage, and develop contracts or grant agreements related to the development of cannabis flow criteria and flow requirements. Coordinate with state and federal agencies, nongovernmental organizations, and others on instream flow efforts, including: collection of field data for instream flow studies; review and comment on instream flow recommendations developed by external parties, and representing the State Water Board at meetings and workshops. Prepare recommendations related to the development of flow criteria, flow requirements, and implementation; assist with assessment and oversight of water right holders' compliance with flow requirements and other conditions. Evaluate the effectiveness of flow requirements that are intended to support aquatic resources in tributaries throughout the State.</p>		

30%	<p>Conduct complex hydrologic and biologic assessments of, and evaluation of, issues related to existing instream flow information and public trust resources. Perform office investigations to collect and interpret biological and other data relating to stream flow, water quantity and quality relationships, and water use. Investigate impacts of water diversions on aquatic resources including but not limited to fisheries, amphibians, macroinvertebrates, water temperature, water quality, riparian habitat, and aquatic-species density and diversity. Conduct and/or review biological assessments and other data to investigate the short and long-term impacts of surface water diversions on surface flows, river temperature, aquatic habitat, and water quality. Prepare associated written comments and reports including but not limited to detailed assumptions, discussion, and recommendations, as appropriate. Prepare water quantity and water quality reports, orders, decisions, and any other documents produced as a result of workshops, hearings, and field investigations. This includes reports and documents to comply with environmental requirements, such as the California Environmental Quality Act (CEQA).</p>
25%	<p>Develop presentations and other documents to outreach to interested parties on the State Water Board's work related to the development of flow requirements and other conditions for cannabis cultivation. Serve as a liaison representing the State Water Board, including coordinating with governmental agencies, nonprofit organizations, and other interested parties; attending and speaking at meetings, workshops, or conferences to share the State Water Board's efforts with representatives from the regulated and non-regulated community. Respond to written and verbal inquiries regarding the Unit's work. Develop issue papers, briefing documents, and other information to support presentation of the Unit's work to Executive management and State Water Board members.</p>
5%	<p>Phone duty; updating and maintaining the electronic water rights information management system (eWRIMS), preparing oral and written reports to communicate flow issues to the State Water Board, updating webpages related to the Unit's work, and responding to inquiries from the general public and other interested parties.</p>
5%	<p>Perform other duties required.</p>
<p>Employee Signature: _____ Date Signed: _____</p>	