

# DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) Office of Research Planning & Performance	UNIT Groundwater Management III	POSITION # 880-240-3846-097	DATE MARCH 2023
NAME OF EMPLOYEE (IF APPLICABLE) VACANT			
CURRENT CLASSIFICATION Water Resource Control Engineer		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Sarah Sugar			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Environmental Scientist Supervisor		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		
30%	<p>Under the close supervision of a Senior Environmental Scientist 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>Using engineering judgment, evaluate groundwater sustainability plans and other documents related to groundwater management in basin subject to requirements of the Sustainable Groundwater Management Act (SGMA). Assess impacts of groundwater basin conditions and plan implementation on beneficial users of water. Analyze decreasing water levels, reduction of storage, seawater intrusion, water quality degradation, land subsidence, and depletions of interconnected surface water by wells due to overdraft of groundwater basins. Evaluate overdraft in specific groundwater basins by developing water budgets, developing analytical or numerical models, conducting statistical analyses of groundwater data, or by evaluating remote sensing data. Investigate surface water and groundwater rights and evaluate impacts of projects or plan implementation on water rights holders. Develop, recommend, and implement strategies for protecting groundwater supply and other water resources, including drafting Interim Plans for basins subject to state intervention. Evaluate the effectiveness of projects and management actions including groundwater recharge projects and demand management actions. Investigate compliance with State Water Board regulatory actions and Interim Plan requirements. Develop and implement methods for assessing groundwater extractions and all water use using water meter, electrical usage, land use, climatological, crop water demand, remote sensing, and other data. Oversee contractors conducting groundwater investigations, technical studies, or local facilitation efforts.</p>		
30%	<p>Provide technical and administrative support for State Water Board intervention actions including probatory hearings, interim plan hearings, development of regulations, and</p>		

	<p>other actions related to groundwater management. Prepare comprehensive written engineering reports and oral presentations for internal meetings, State Water Board meetings, other board or commission meetings, and stakeholder meetings. Present testimony and evidence at State Water Board and Superior Court hearings.</p>
25%	<p>Establish and maintain cooperative working relationships with community groups, groundwater sustainability agencies, local and regional groundwater management entities, and other agencies to evaluate local groundwater conditions and assess, develop, and implement groundwater management plans, projects, practices, and controls necessary to sustainably manage basins. Assist local and regional entities in the development, evaluation, and implementation of groundwater management approaches and other integrated water resources management strategies. Coordinate with other State Water Board organizations to ensure programs are integrated and leveraged. Provide program information, technical assistance, data summary and analysis, groundwater management guidance, and educational outreach to federal, State, local, tribal, and non-governmental entities. Conduct other public outreach and education and deliver presentations related to groundwater assessment and management.</p>
10%	<p>Assist with maintenance and enhancement of Groundwater Extraction Annual Reporting System (GEARS). Provide Groundwater Program subject matter expertise services during GEARS maintenance and enhancement processes. Draft required contracting and administrative documentation to ensure GEARS stability and continual improvement. Provide general oversight and guidance to Project Managers, Business Analysts, Change Managers, Software Developers, and Water Board staff involved in the GEARS development process.</p>
5%	<p>Perform other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>