

## DUTY STATEMENT

<b>ORGANIZATION (DIVISION/REGION/BOARD)</b> Central Coast Regional Water Quality Control Board	<b>UNIT</b> Standards, Planning & Assessment, Nonpoint Source/ Grants	<b>POSITION #</b> 880-130-0762-064	<b>DATE</b> April 28, 2023
<b>NAME OF EMPLOYEE (IF APPLICABLE)</b> Vacant			
<b>CURRENT CLASSIFICATION</b> Environmental Scientist		<b>PROPOSED CLASSIFICATION (IF APPLICABLE)</b>	
<b>NAME OF SUPERVISOR</b> Daniel Ellis			
<b>CURRENT CLASSIFICATION OF SUPERVISOR</b> Senior Environmental Scientist (Supervisory)		<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>
<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>		
	Under the close supervision of a Senior Environmental Scientist (Supervisory) 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:		
25%	Perform various duties in order to ensure the Basin Plan contains adequate protection for water quality. Implement the Basin Planning Program including workplan development, project management, grants and/or contract management, participation in the state-wide Basin Planning Roundtable and other regional and state-wide meetings. Develop and maintain appropriate tools to track and share Basin Planning Program information.		
25%	Assess, prioritize, and track environmental and water quality issues to be considered for future Basin Plan updates. Conduct the triennial review process in a timely manner including coordination and collaboration with Water Board staff and management as well as with the public. Gather, synthesize, and analyze environmental and water quality data and produce recommendations for Basin Plan amendments including establishing water quality standards and region-wide policies.		
25%	Prepare Basin Plan amendments such as new or revised water quality objectives, beneficial uses, waterbody geospatial delineations, implementation plans, monitoring plans, and policies in coordination with technical experts (e.g., other program staff, contractors, other agency staff, stakeholders, etc.) to develop technical justification for Basin Plan amendments. Develop California Environmental Quality Act (CEQA) (or equivalent) analyses, administrative records, and all associated documentation for		

<p>20%</p> <p>5%</p>	<p>consideration of adoption by the Central Coast Water Board and for approval by the State Water Resources Control Board, Office of Administrative Law, and USEPA. Facilitate and participate in the stakeholder process by conducting internal and public meetings to solicit public input, respond to public comments, and respond to public review and scientific peer review of proposed amendments. Coordinate with internal project teams to complete the Basin Plan amendment project tasks herein.</p> <p>Support other program staff with projects that will inform or result in Basin Plan amendments. Assist and coordinate with Total Maximum Daily Load (TMDL), Integrated Report, and other planning and assessment program staff to perform technical work and data analysis, as well as to research, define, and quantify impacts on beneficial uses. Use proven scientifically defensible techniques and methods to conduct complex data, pollution source, and linkage analyses. Analyze monitoring data to support TMDL Report Card development, Integrated Report data and pollution assessments, and TMDL Project (or alternatives) implementation actions to address waterbodies on the 303(d) List.</p> <p>Perform other duties as required.</p> <p>Employee Signature: _____ Date Signed: _____</p>
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