



**Classification:** Environmental Scientist  
**Position Number:** 880-300-0762-067

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 23-300-070	<b>Classification Title:</b> Environmental Scientist	<b>Position Number:</b> 880-300-0762-067
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Environmental Scientist	<b>Effective Date:</b> December, 2023
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full Time	<b>CBID:</b> R10
<b>Division/Office:</b> Division of Water Rights		<b>Section/Unit:</b> Instream Flow Unit
<b>Supervisor's Name:</b> Zachary Zwahlen		<b>Supervisor's Classification:</b> Senior Environmental Scientist Supervisor

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b>	<b>Date:</b>

<b>General Statement</b>
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.
<b>Position Description</b>
The incumbent will work as an Environmental Scientist in the Instream Flows Unit to perform complex, varied and broad environmental analyses and research related to watershed ecology, stream hydrology, groundwater connectivity, and development of instream flow objectives. Must be willing to travel periodically for field work and public engagement.



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<b>Essential Functions (Including percentage of time):</b>	
35%	Assess beneficial uses of streams; develop and evaluate flow objectives and implementation plans for development or updates of water quality control plans, policies and emergency drought regulations; evaluate chemical, hydrological, biological and environmental effects of implementing flow objectives, prepare recommendations related to the development of flow criteria, flow objectives, and implementation; assist with assessment and oversight of water right holders' compliance with permit requirements related to implementation of the flow objectives. Oversee, manage, and develop contracts or grant agreements related to the development of flow criteria and flow objectives. Present at public workshops/meetings, or before the State Water Board.
20%	Lead efforts to measure stream flow including instream flow measurements, installation and maintenance of stream gages, data download and QAQC, developing stream flow rating curves. Coordinate with state and federal agencies on instream flow efforts: collect field data for instream flow studies; review and comment on instream flow recommendations developed by external parties, including instream flow recommendations developed by the California Department of Fish and Wildlife per Public Resources Code requirements.
15%	Serve as a liaison representing the State Water Board: coordinate with governmental agencies, nonprofit organizations, and other interested parties; attend and speak 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. Provide technical assistance to improve compliance rates among water users including agricultural, livestock, and domestic uses.
15%	Coordinate with other related State Water Board and Regional Water Quality Control Boards staff and programs to ensure consistent and appropriate development and implementation of flow objectives. Coordinate with other Division staff on investigations regarding potential impacts to public trust resources, including: preparation of compliance correspondence; requests for compliance with required conditions as necessary; review of compliance submittals for adequacy and if necessary, coordination with the Division's Enforcement Section on follow-up enforcement. Function as a team member or lead on hearings before the State Water Board, including assisting the hearing officer to conduct hearings, evaluate testimony and evidence, question witnesses, write staff analyses and decisions, and respond to comments. Act as staff expert on complex and controversial environmental matters.



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10%	Administer the requirements of the California Environmental Quality Act (CEQA) as it relates to State Water Board actions on controversial water resource development projects, including projects of statewide significance. Analyze complex scientific data for technical accuracy in environmental documents; ensure legal and procedural adequacy of environmental documents; and make recommendations to management or the State Water Board regarding project approval, CEQA compliance, selection of alternatives, and the applicability of mitigation measures; oversee the development and implementation of contracts and direct the preparation of environmental documents by consultants.
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**Marginal Functions**

5%	Perform other duties as required.
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**Typical Physical Conditions/Demands:**

The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Field work includes, navigating uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, wade in flowing streams, move more than 50 lbs, standing/sitting for long periods of time, etc.

**Typical Working Conditions:**

The incumbent works on the 14th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Travel may be required locally and within the state.



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**Supervisor Statement**

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement.

Supervisor Name	Supervisor Signature	Date

**Employee Statement**

I have discussed these duties with my supervisor and have been provided a copy of this duty statement. I certify I have read, understand, and can perform the duties of this position either with or without reasonable accommodation\*.

*\*A Reasonable accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or her job or to enjoy an equal employment opportunity. (If you believe reasonable accommodation is necessary, check yes. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Reasonable Accommodation Coordinator.)*

Do you need a reasonable accommodation to perform the essential functions of this position?

**YES**       **NO**

Employee Name	Employee Signature	Date