

DUTY STATEMENT

DFW 242A (REV. 07/18/22)

Department Statement:

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE Office of Spill Prevention and Response (OSPR)	POSITION NUMBER (Agency-Unit-Class-Serial) 565-071-0762-057
UNIT NAME AND LOCATION Response Technology & Support Branch, MWVCRC, Santa Cruz	CLASS TITLE Environmental Scientist
INCUMBENT Vacant	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-071-0762-057
BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the general supervision of the Senior Environmental Scientist (Supervisor), the Environmental Scientist will independently perform varied and complex assignments related to oil spill response readiness, and research, investigations, and studies to assess and monitor the health and pathology of sea otters.	

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
35%	ESSENTIAL FUNCTIONS: Coordinate oil spill response readiness at the Marine Wildlife Care & Research Center (MWVCRC) for care of oiled sea otters and other marine wildlife; act as the facility primary contact for the Oiled Wildlife Care Network (OWCN) regarding OWCN trainings and spill response volunteer coordination; coordinate with the OWCN to assist with regularly updating oiled wildlife care protocols; assist facility director in planning facility oil spill drills and internal trainings; maintain facility supplies necessary for care of oiled wildlife. Assist in emergency response to oil spills as needed.
30%	Assist the MWVCRC's Veterinarian Specialist with post-mortem examinations in support of sea otter pathology investigations in support of best achievable care for oiled wildlife; maintain MWVCRC databases related to marine wildlife pathology and generate database reports in support of the Veterinarian Specialist and other MWVCRC staff. Act as Lead Person for Scientific Aids and/or volunteers assisting with the MWVCRC sea otter pathology program.
20%	In coordination with other MWVCRC staff and outside partners, conduct original scientific research in support of OSPR; prepare and publish scientific reports and publications; conduct other scientific studies; assist with sea otter captures and other miscellaneous duties as needed.
10%	Act as facility Health and Safety Officer and facility Chemical Hygiene Officer; conduct standard facility safety checks; assist the Senior Environmental Scientist Supervisor with facility permits and inspections related to chemical storage.
5%	NON-ESSENTIAL FUNCTIONS: Perform administrative tasks, including tracking of time worked; attend career development and training programs, seminars as appropriate to contribute to the achievement of OSPR's goals and objectives.

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	<p>Special Personal Characteristics: Demonstrated ability to act independently; self-motivated; familiarity with marine wildlife; familiarity with database applications; familiarity with laboratory safety policies; familiarity with procedures for rehabilitating injured wildlife.</p> <p>Interpersonal Skills: Ability to work in a team setting; effective verbal and written communication; ability to develop good working relationships with peers and the public; good listener; negotiator; responsible and accountable; flexible; and strong work ethic.</p> <p>WORKING CONDITIONS: Field work may require incumbent to work outdoors in all weather conditions and in all types of habitats that may require working beyond a traditional 8-hour workday. Office work requires use of a computer keyboard and conversing on phones for several hours of the day. In a laboratory and in adherence to standard safety protocols, incumbent occasionally may be exposed to formalin and other laboratory chemicals, and to radiation from x-rays.</p> <p>Additional Conditions: Public contact work may require irregular hours, the wearing of a state uniform, and operation of state vehicles with a valid driver's license.</p> <p>OSPR is a 24-hour oil and pollution spill response organization. The incumbent in this position can be required to participate in prevention and response training, drills, and incidents throughout California, and to be available to deploy/travel via private or public transportation (i.e., automobile, airplane, etc.) with short notice. Travel may include multiple days of overnight stay, up to seven (7) days dependent upon departmental need.</p>	
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
PRINT SUPERVISOR'S NAME	SUPERVISOR'S SIGNATURE	DATE
Laird Henkel, Sr. Environmental Scientist (Supervisor)		
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.		
PRINT EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE