

DUTY STATEMENT

DFW 242A (REV. 09/28/21)

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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CDFW DIVISION/BRANCH/REGION/OFFICE Bay Delta Region (Region 3)	POSITION NUMBER (Agency-Unit-Class-Serial)
UNIT NAME AND LOCATION Timberland Conservation and Wildfire Resiliency Program – [location TBD]	CLASS TITLE Environmental Scientist
INCUMBENT VACANT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-331-0762-044
BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the close supervision of a Senior Environmental Scientist (Supervisory), and as a member of the California Department of Fish and Wildlife's (Department) Bay Delta Region (Region 3) Timberland Conservation and Wildfire Resiliency Program, the incumbent is responsible for conducting identified activities related to the Forest Practice Rules, the Department's Lake and Streambed Alteration Program (LSA), the California Endangered Species Act (CESA), the California Environmental Quality Act (CEQA), and other laws, regulations, and Department policies, guidelines, and procedures pertaining to the protection of biological resources. The incumbent represents the Region and may act as the staff lead and provide consultative advice when working with applicants, local, state, and federal agencies, stakeholders, and the general public. Public contacts made in the course of this work are sensitive and involve a wide variety of special interest groups.	

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: Timber Harvest Plan Review and Permitting. Participate in the review and evaluation of proposed Timber Harvest Plans and Non-Industrial Timber Management Plans with private timberland owners, the California Department of Forestry and Fire Protection (CAL FIRE), and other members of an interdisciplinary review team by analyzing consequences of proposed activities, attending pre-harvest inspections, preparing written inspection reports and recommendations for the conservation of fish and wildlife resources, assessing the application of law, regulation and policy, conducting listed and sensitive species consultations, and preparing any related Lake and Streambed Alteration Agreements (LSA) and Incidental Take Permits (ITPs).
30%	Emergency and Exemption Consultation, Review and Permitting: Review and evaluate new Exemptions and Emergencies filed pursuant to the Forest Practice Rules on private and publicly owned timberlands. Consult with project proponents regarding the implementation of proposed projects to reduce the potential for adverse biological impacts resulting from project implementation. Consultation may include: geographic information system (GIS) research, mapping of species occurrences and hydrological features, attending pre-project site inspections, preparing written inspection reports, analyzing consequences of proposed activities, assessing the application of law, regulation and policy, preparing recommendations for the conservation of fish and wildlife resources, conducting listed and sensitive species consultations, preparing LSA Agreements and ITPs.
20%	Compliance and Monitoring: Coordinate with CAL FIRE, project applicants and landowners to inspect, evaluate and monitor sites where timber operations have been conducted in accordance with the Forest Practice Rules, and monitor any related LSA Agreements and ITPs that have been issued and/or approved for compliance and effectiveness of stipulated conditions. Evaluate post-

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PRINT SUPERVISOR'S NAME Julie Coombes, Senior Environmental Scientist (Supervisory)	SUPERVISOR'S SIGNATURE	DATE
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 VACANT, Environmental Scientist	EMPLOYEE'S SIGNATURE	DATE