



Classification: Environmental Scientist
Position Number: 880-180-0762-044

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 23-180-065	Classification Title: Environmental Scientist	Position Number: 880-180-0762-044
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R10
Division/Office: California Regional Water Quality Control Board, Santa Ana Region (Region 8)		Section/Unit: Agriculture and Cannabis Section
Supervisor's Name: Brian M. Covellone		Supervisor's Classification: Senior Engineering Geologist

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement
Under the close supervision of a Senior Engineering Geologist 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.
Position Description
This position of Environmental Scientist is responsible for coordination of the Santa Ana Regional Water Quality Control Board's (Santa Ana Water Board) Non-Point Source (NPS) program and implementation of the Santa Ana Water Board's Irrigated Lands Regulatory Program.

Essential Functions (Including percentage of time):

40%	Serve as the Santa Ana Water Board's lead for the Irrigated Lands Regulatory Program and project manager for implementing the <i>General Waste Discharge Requirements for Discharges of Waste from Irrigated Lands in the San Jacinto Watershed</i> (Agricultural Order), which includes: public and professional communication and outreach with agricultural operators, technical consultants engaged in scientific investigations, federal, State, and local agency representatives, environmental group representatives, and other interested parties. Provide critical review of and/or direct technical investigations designed to assess the groundwater and surface water impacts of agricultural discharges and the efficacy of Best Management Practices on water quality and soil health. Conduct and/or review proposed monitoring programs. Participate in and provide agronomic and other technical review of ongoing innovative work by stakeholders in evaluating nutrient impacts from agricultural sites on groundwater and surface water quality and ensuring compliance with Total Maximum Daily Loads in coordination with Basin Planning Program staff. Participate in stakeholder meetings. Organize and conduct public workshops. Present before the Santa Ana Water Board and other agencies and groups regarding Agricultural Order activities. Prepare technical correspondence and reports, provide status reports on progress, and response to public inquiries. Conduct field investigations and preparing enforcement actions, as needed.
25%	Serve as the Santa Ana Water Board's NPS Program coordinator. Provide scientific guidance and direction as a member of interdisciplinary teams investigating non-point source pollution challenges and identifying feasible solutions. Participate in education and outreach efforts to increase public awareness of non-point source pollution issues. Work with Environmental Justice groups and in local communities to advance racial equity and environmental justice initiatives in the NPS program, at both the State and regional water board level. Review proposals for grant-funded implementation and planning projects that address water quality problems resulting from NPS pollution. Complete administrative tasks associated with the NPS program.
15%	Prepare reports, maintain records of inspections, discharger submittals, records of contact and communication with dischargers, complainants, notices and letters, enforcement actions, and other related documents within information management systems (CIWQS, GeoTracker, and others) according to State and office policies. Prepare formal enforcement actions and/or settlement stipulation orders for adoption by the Santa Ana Board. Prepare related supporting documents, including evidence and presentation for the prosecution team. Present the basis for formal enforcement action and testimony for consideration by the Santa Ana Water Board.



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10%	Conduct inspections of regulated facilities, including facilities enrolled in the following programs under the Agriculture and Cannabis Section: Irrigated Lands Regulatory Program, Concentrated Animal Feeding Operations, and the Cannabis Cultivation Program. Monitor compliance with permit provisions, including implementation of management plans and nutrient management plans. Investigate complaints and related discharges of waste. Assess the effectiveness of controls, including controls related to program management practices. Collect evidence of non-compliance, including photos, video, paper and electronic documentation, and witness statements.
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Marginal Functions (Including percentage of time):

5%	Serve as a contract or project manager on a variety of water quality related projects. This could include drafting Request for Proposals, contracts, and other supporting documentation needed by the State, and working collaboratively with other staff and project proponents in the development and management of the contracts.
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires use of a personal computer and the ability to sit/stand at a desk, utilize a phone, and type on a keyboard for extended periods of time. The job also requires the ability to navigate on foot uneven and rugged terrain for extended periods of time and in extreme temperatures throughout the workday. The job also requires getting in and out of a high clearance vehicle multiple times throughout the workday and travelling in a vehicle for extended periods of time.

Typical Working Conditions:

The Santa Ana Regional Water Quality Control Board is located at 3737 Main Street, Suite 500, in downtown Riverside.
In office/telework (approximately 90%): A high-rise office building in downtown Riverside and telework.
In field (approximately 10%): Field work is required in both urban and rural environments. Field work may be in extreme temperatures and off normal business hours.
The work schedule is Monday through Friday with the option to work an Alternate Work Week Schedule (4/10/40 or 9/8/80). 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
Brian M. Covellone		
Employee Name	Employee Signature	Date