

Classification Environmental Scientist	Position Number 814-001-0762-201	Location Sacramento (Headquarters)
Division/Branch Executive Office	Supervisor's Classification Senior Environmental Scientist (Supervisory)	Collective Bargaining Identification Designation (CBID) R10
Conflict of Interest Disclosure: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Incumbent (If filled) VACANT	

Job requires driving automobile: In this position, the incumbent may, as needed, drive a state vehicle for work purposes. (Employee must complete DPR-034, Request for Driver Record Information).

SUPERVISORY RESPONSIBILITIES (Check One) Managerial Supervisory Lead Person None

Direct Supervision Exercised:		Indirect Supervision Exercised:	
No. of Employees	Classification Title	No. of Employees	Classification Title

I have read and discussed these duties with my supervisor.

Employee Signature	Date
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I certify that the DPR-217 accurately represents the duties and responsibilities of the position.

Supervisor Signature	Date
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Description of Duties (*Attach additional sheets, if necessary, and identify position information*)

Summarize the regularly assigned duties of the position by percentage in descending order. Do not combine distinct activities into a single percentage. Descriptive information should reflect variety and complexity of duties through: supervision exercised and/or received; responsibility for decision making and consequence of error; analytical requirements; special knowledge; skills or abilities required; level, type and frequency of public contact; and unusual working conditions (i.e., field work, bilingual services, etc.); and physical requirements (physical demands, environmental demands).

Percent of Time	Activity
25%	<p>Under the close supervision of the Senior Environmental Scientist (Supervisory), the Environmental Scientist (ES) will apply scientific methods and principles to identify and analyze disproportionate environmental impacts to ensure that environmental justice and equity are considered and incorporated into the Department’s work. The ES will support the development of environmental justice and equity programs and initiatives at DPR.</p> <p><u>ESSENTIAL FUNCTIONS:</u> Evaluates, compiles, and assesses data and information from DPR programs to identify disproportionate environmental impacts and to ensure environmental justice is considered in DPR’s work. Develops and maintains logs and records of community requests and tracks progress on implementation. Identifies strategies for implementing policies that advance environmental justice and equity. Develops recommendations for implementing environmental justice programs and policies and supports with developing reports, plans, policies, and procedures that support the Department’s environmental justice and equity goals.</p>
25%	<p>Develops and coordinates internal trainings and workshops and supports the development of equity analysis and tools. Conducts research on equity and environmental justice programs at other CalEPA Boards, Department, Offices and State and local agencies to inform the development of processes and procedures that advance environmental justice at DPR. Participates on the internal diversity, equity, and inclusion workgroup. Maintains both the internal and external environmental justice webpages. Supports the development and implementation of SPM pilots. Supports the internal Environmental Justice Roundtable including developing agendas, slide presentations, meeting recordings, taking meeting notes, etc.</p>
20%	<p>Serves as liaison between DPR and community-based organizations. Creates and maintains database of community-based organizations and events. Participates in external workgroups and community meetings. Builds and maintains relationships with communities impacted by pesticide use and Native American Tribes. Develops and supports initiatives that facilitate community engagement at the Department/state level and with County Agricultural Commissioners (CACs) and their staff, including the CAC-Community engagement workgroup and implementation and distribution of County-Led community engagement funds. Conducts and supports outreach and engagement with linguistically isolated communities, environmental justice groups, and disadvantaged communities.</p>
15%	<p>Serves as DPR’s representative on cross-agency workgroups and committees and supports with developing presentations, reports, or other deliverables. Coordinates with DPR staff to provide technical assistance to AB 617 communities that have identified pesticide exposure as part of their Community Emissions Reduction Plan (CERP).</p>
10%	<p>Supports Tribal Affairs program activities. Supports with planning, coordinating and conducting tribal outreach. Supports with tribal consultation on issues affecting tribes. Maintains knowledge of tribal issues and concerns.</p>

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Percent of Time	Activity
5%	<p><u>MARGINAL FUNCTIONS:</u> Other projects and assignments, within the scope of the classification, as requested and assigned by the SES Supervisor.</p> <p><u>WORKING CONDITIONS:</u> The incumbent will work in an administrative office building, under artificial lighting: sit for moderate periods of time, using a computer for up to 8 hours a day. Travels as required to attend environmental justice, equity, or tribal meetings and department sponsored outreach and community engagement events.</p> <p><u>CRITICAL JOB COMPETENCIES:</u> Communication; Self-Motivation; Decisiveness; Conflict Resolution; Technical Credibility; Ethics/Integrity; Flexibility/Adaptability; Teamwork</p> <p><u>RANGE DIFFERENCES:</u> <i>Range A:</i> Working at the entry level under close supervision of a Senior ES, the ES Range A performs the less difficult and responsible tasks in accordance with detailed instructions and specific standards. Conducts preliminary and less complex research and statistical analysis. Assists in the coordination of studies and projects. Prepares preliminary drafts of reports; prepare drafts of routine correspondence; answer questions of a routine and minor nature.</p> <p><i>Range B:</i> Working under the general supervision of a Senior ES, the ES Range B performs research and statistical analysis of average difficulty. Coordinates studies and projects. Prepares reports, correspondence, and answers questions of a routine and minor nature. Performs less complex reviews of data, project proposals and reports.</p> <p><i>Range C:</i> Working independently at the full journey level under the direction of a Senior ES, the ES Range C performs the more complex tasks. Coordinates complex studies and reports. Performs complex research and statistical analysis. Develops and trains others on the use of new field methods for assessing pesticide contamination. Recruits, interviews, and serves as Lead to Scientific Aids and Student Assistants.</p>