



Classification: Environmental Scientist
Position Number: 880-110-0762-061

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 24-110-084	Classification Title: Environmental Scientist- SWAMP/FHAB Lead Staff	Position Number: 880-110-0762-061
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full time	CBID: R10
Division/Office: North Coast Regional Water Quality Control Board- Santa Rosa		Section/Unit: Adaptive Management Unit
Supervisor's Name: Brendan Thompson		Supervisor's Classification: Senior Environmental Scientist (Supervisory)

Human Resources Use Only:

HR Analyst Approval: Danielle Klemencic

Date: 05/22/2025

General Statement

Under the direction of a Senior Environmental Scientist (Supervisory) 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

The Environmental Scientist (ES) is responsible for coordination of the North Coast Region's water quality monitoring activities under the Surface Water Ambient Monitoring Program (SWAMP) and will lead the region's Freshwater Harmful Algal Bloom (FHAB) program. Activities include identifying monitoring needs, designing and implementing monitoring plans, reviewing and organizing monitoring data, conducting statistical data analysis, implementing the North Coast's Racial Equity Action Plan, and coordinating with and providing outreach to internal and external partners.

The position requires a knowledge of state and federal water quality regulations and standards, non-parametric statistical analysis methods, freshwater harmful algal blooms, and surface water quality monitoring methods. Required skills include producing concise and clear written reports to communicate water quality findings, public speaking for large audiences, and the creation and implementation of water quality monitoring training programs.

Essential Functions (Including percentage of time):

25%	Using scientific knowledge and technical expertise, develop monitoring questions, monitoring plans, quality assurance project plans (QAPPs), and written reports. Assist internal and external stakeholders and the public in developing, implementing, and interpreting water quality monitoring plans, quality assurance project plans, and data results. Prepare and review reports. Develop and give presentations. Develop maps and use geographic information systems (GIS) to analyze existing and potential water quality issues for purposes of informing management decisions and identifying areas to prioritize for outreach and more targeted sampling. Communicate findings with internal and external stakeholders. Ensure that regional monitoring and reporting efforts consider and implement the Water Board's Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution, and Climate Change Resolution.
25%	Oversee collection of water quality, cyanobacteria, hydrology, biological, and related field data in the region. Train staff to collect these data, including how to calibrate and use field equipment. Support monitoring and lab analysis contracts. Oversee the office laboratory including water quality monitoring equipment purchasing and maintenance, ordering and maintaining inventory of laboratory supplies, and lab certifications (as needed).
20%	Using sound environmental analysis, compile and assess water quality, cyanobacteria, cyanotoxin, hydrologic, land use, and related data and information from monitoring studies, lab reports, agency reports, special studies, peer-reviewed literature, and other sources to evaluate and interpret water quality conditions in the North Coast Region. Use non-parametric statistical analysis and statistical and data analysis programs to evaluate water quality data. Ensure data are properly organized and stored in accessible electronic repositories, such as the Surface Water Ambient Monitoring Program database, California Environmental Data Exchange Network, and the California Water Quality Monitoring Council HABs portal. Conduct data quality assurance/quality control. Communicate findings and coordinate response actions with internal and external stakeholders.
15%	Coordinate and lead the Surface Water Ambient Monitoring Program (SWAMP) and Freshwater Harmful Algal Bloom program (FHAB). Develop program workplans and status reports. Attend the SWAMP and FHAB round table meetings and coordinate regional monitoring efforts with statewide SWAMP efforts. Along with the Regional Monitoring Coordinator, provide technical support and assistance with SWAMP and FHAB projects that have regional and statewide significance. Develop and manage grants and contracts.



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Marginal Functions (Including percentage of time):

10%	Facilitate and coordinate partnerships related to water quality and cyanobacteria monitoring including the Region 1 FHAB program. Provide technical support and guidance to partners.
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 and use a keyboard for extended periods of time, use of a headset for voice and video discussions, and on-camera participation during online meetings. The job also requires the ability to work remotely for consecutive days, conduct field work in inclement weather, lift and carry objects up to 40 pounds over long distances across steep and/or rugged terrain, and the ability to wade into flowing and standing water to collect water quality samples.

Typical Working Conditions:

The work schedule is Monday through Friday, although alternate work schedules are possible with supervisor approval. Attend meetings and hearings and be able to work with staff statewide to complete work assignments. Responsibilities are split between office and fieldwork. Work-related travel is required and may include up to 6-hour drives one way and overnight stays. Possession of a valid Driver's License is required.

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 Name	Employee Signature	Date