

Classification	Position Number	Location
Senior Environmental Scientist (Specialist)	814-401-0765-212	Sacramento (Headquarters)
Division/Branch	Supervisor's Classification	Collective Bargaining Identification Designation (CBID)
MMD/Environmental Monitoring Branch	Environmental Program Manager I (Supervisory)	R10
Conflict of Interest Disclosure:	Incumbent (If filled)	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	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
	<p>Under the general direction of the Environmental Program Manager I (Supervisory), the Senior Environmental Scientist (Specialist) at the advanced level independently identifies problems, develops courses of action and conducts extremely complex and scientific investigations and studies on pesticides. The incumbent may be assigned lead responsibility for a specific project, program function, or area of expertise. Specific responsibilities include:</p> <p><u>ESSENTIAL FUNCTIONS:</u></p> <p>25% Performs the full range of duties involving planning, organizing, and coordinating scientific/technical research to assess the environmental fate and transport of pesticides in the soil and atmosphere; identifies practices to prevent or reduce pesticide impacts on human health and the environment.</p> <p>25% Participates in and directs field research studies and field sampling in support of Air Program objectives. Collects, manages, assesses, and interprets field and modeling data in order to make recommendations for actions.</p> <p>20% Participates in the identification, evaluation, and development of mitigation options to reduce adverse effects of pesticides on human health. Develops new modeling techniques, methods and technologies that have the potential to prevent adverse public and environmental health effects from pesticide exposure.</p> <p>20% Reviews scientific reports submitted by registrants, universities, government agencies, non-governmental organizations, and others. Writes reports, documents, and technical publications as required, and represents the Department to governmental organizations, professional societies, or industry groups; assists in policy evaluations.</p> <p><u>MARGINAL FUNCTIONS:</u></p> <p>5% Assists in developing laws, rules, regulations, and policy evaluations to address pesticide impacts on human health and the environment.</p> <p>5% Performs other duties consistent with the specifications of the classification.</p> <p><u>WORKING CONDITIONS:</u></p> <p>Employee must be capable of performing field studies and site visits that may involve hiking or climbing in areas with moderate slopes, unpaved surfaces, undeveloped roads, and other areas or structures where studies may be required. The employee must have the ability to conduct field work for long hours under a variety of climatic conditions and, also, operate vehicles on public roadways or travel to remote areas.</p> <p><u>CRITICAL JOB COMPETENCIES:</u></p> <p><i>Communication</i> - Make clear and convincing oral presentations to individuals or groups; inform, persuade, build consensus; know the audience; facilitate open exchange of ideas/opinions; select and use appropriate communication approach; actively listen; effectively use e-mail; avoid mixed messages - the body language says one thing, the words another; and apply business-writing principles to all written communications.</p>

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Percent of Time	Activity
	<p><i>Decisiveness</i> - Make decisions in a decisive and timely manner; willingly share decision-making with direct reports - transparent decision-making process as warranted; accept accountability for decisions; perceive impact and implications of decisions; take action consistent with available facts, constraints, and probable consequences; and enable others to succeed and make decisions for themselves.</p> <p><i>Ethics/Integrity</i> - Create culture of trusting relationships; demonstrate trust and principled leadership; promote organizational vision and values through ethical leadership principles; tell it straight - open and honest even about the bad news; admit mistakes - not an admission of weakness but as having integrity and being trustworthy; and provide examples of the vision and values of the organization through own authenticity.</p> <p><i>Flexibility/Adaptability</i> - Readily integrate changes midstream into work processes and outputs; demonstrate openness to new organizational structures, procedures, and technology; and shift gears comfortably.</p> <p><i>Political Acumen</i> - Identify the internal and external politics that impact the work of the organization; perceive organizational and political reality and act accordingly; consider a broad range of internal and external factors (big picture) when solving problems and making decisions; identify critical, high payoff strategies and prioritize work efforts accordingly; in taking action, demonstrate an understanding and consideration of how it will impact stakeholders and affected areas in the organization; formulate strategies that are achievable, cost effective, and address administration and organizational goals; develop and balance operational and strategic management skills; and create a strategic frame of reference.</p> <p><i>Problem Solving</i> - Persevere in the face of obstacles such as diminishing financial resources; know there is more than one way to get to the destination; anticipate problems and encourage a culture of proactive problem solving; and ensure comprehensive evaluation of the costs and benefits of all options in determining the preferred solution.</p> <p><i>Project Management</i> - Garner support for projects; develop work plan with tasks, timeframes, milestones, resources, and dependencies; use resources efficiently and manage effectively within budget limits; anticipate potential problems and institute controls and contingency plans to address them; and monitor project progress.</p> <p><i>Self-Motivation, Optimism, Sustained Commitment, Perseverance, Patience</i> - Demonstrate a bias toward optimism and maintain sense of humor; retain stamina and bounce back from setbacks; view mistakes as opportunities for growth/positive learning experiences; and empower yourself first and then your staff.</p> <p><i>Teamwork</i> - Facilitate and maintain cooperative working relationships; work toward accomplishment of group goals; value and encourage the input and expertise of others; and foster commitment, team spirit, pride, and trust.</p> <p><i>Technical Credibility</i> - Understand and appropriately apply procedures, requirements, policies, and regulations related to specialized expertise; integrate technology into the work to improve program effectiveness; possess up-to-date knowledge in the profession and industry and access other expert resources when appropriate; and translate concepts and ideas into strategies and action steps.</p>