



Classification: Senior Environmental Scientist  
(Supervisory)  
Position Number: 880-150-0764-007

## DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

<b>RPA Number:</b> 25-150-010	<b>Classification Title:</b> Senior Environmental Scientist (Supervisory)	<b>Position Number:</b> 150-0764-007
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Senior Environmental Scientist (Supervisory)	<b>Effective Date:</b> TBD
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full-time	<b>CBID:</b> S10
<b>Division/Office:</b> Central Valley Regional Water Quality Control Board/Region 5 Sacramento		<b>Section/Unit:</b> Irrigated Lands Assessment and Planning
<b>Supervisor's Name:</b> Eric Warren		<b>Supervisor's Classification:</b> Supervising Water Resource Control Engineer

### Human Resources Use Only:

HR Analyst Approval: 

Date: 10/06/2025

### General Statement

Under the general direction of a Supervising Water Resource Control Engineer 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 Senior Environmental Scientist (Supervisory) is responsible for supervising the Central Valley Water Board's Irrigated Lands Regulatory Program's compliance and enforcement unit in the region's Rancho Cordova office. The Irrigated Lands Regulatory Program unit consists of a multi-disciplined technical team (e.g., engineering geologists and environmental scientists). The incumbent will work to ensure implementation of and compliance with the Irrigated Lands Regulatory Program Waste Discharge Requirements, as well as coordination with internal staff, external stakeholders, and other state agencies.

### Essential Functions (Including percentage of time):



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45%	Supervise, organize, direct, and coordinate the technical and policy work of the Compliance and Outreach Unit of the Irrigated Lands Regulatory Program (ILRP). Apply sound project management principles while performing these duties. Responsibilities of the Compliance and Outreach Unit include: developing and taking the lead in implementing the ILRP's outreach and education strategy to raise awareness of program goals and policies and increase understanding of and compliance with ILRP requirements; overseeing staff efforts to identify potential owners of commercial irrigated lands using Geographic Information Systems, tax assessor records, and various publicly available databases; using Porter-Cologne statutory tools to require owners of commercial irrigated lands to obtain regulatory coverage; developing and implementing the ILRP's compliance and enforcement strategy; coordinating evaluation of reports and information submitted by dischargers with the Monitoring and Implementation Unit, Redding and Fresno offices, to assess compliance with Basin Plan and ILRP requirements; preparing enforcement items including Notices of Violation, Cleanup and Abatement Orders and Administrative Civil Liability Complaints, and referrals to the Attorney General; coordinating with the Attorney General's Office on litigation support; responding to comment letters, emails, and other requests from stakeholders; maintaining and organizing the ILRP's web site and phone line; assuring appropriate program documents and notices are translated; reviewing enforceability of program orders; preparing technical correspondence and reports related to compliance and enforcement; maintaining a field-ready staff to conduct on-farm inspections and compliance and enforcement-related inspections; where appropriate, coordinating compliance, outreach, and planning activities with other programs within the Regional Board and other State, federal and local agencies.
45%	Perform other management and supervisory responsibilities, including developing and tracking implementation of the Unit's annual work plan; providing periodic status reports on work plan implementation as required by the Program Manager; developing and implementing protocols for carrying out the Unit's activities and update those protocols as needed; ensuring information management systems maintained by the unit are being properly maintained and appropriate protocols are being followed to ensure information being stored is accurate and assessments derived from information in the systems are of high quality; mentoring, coaching, and evaluating the performance of unit staff. On an annual basis, or more frequently as needed, prepare performance evaluations for all Unit staff and jointly prepare with staff an Individual Development Plan (IDP). Periodically evaluate and report to the Program Manager on the Unit's resource and personnel needs. Ensure staff has the appropriate equipment and training needed to safely conduct inspections and other tasks in the field. Provide final review for consistency and content of the Executive Officer's report. Prepare for and present Regional and State Board agenda items. Participate in public meetings and hearings.
<b>Marginal Functions (Including percentage of time):</b>	
5%	Complete other assignments and duties necessary or desirable to carry out the mission of the Board, including, but not limited to serving on appropriate committees, speaking at public forums, and meeting with customers and interest groups.



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5%	Perform other duties as required
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**Typical Physical Conditions/Demands:**

The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, carry more than 50 lbs., standing/sitting for long periods of time, etc.

**Typical Working Conditions:**

The incumbent works in a single-story office building in Rancho Cordova, CA, in a cubicle or an enclosed, non-windowed office, in a smoke-free environment. The work schedule is Monday through Friday. Evening and weekend work may be necessary at times. Travel may be required locally and within the state. Some telework may be approved based on department policy.

**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