

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Senior Environmental Scientist (Specialist)		DWR POSITION NUMBER 0325-0765-XXX	SAP POSITION NUMBER 50039420	MCR 1
APPOINTEE VACANT		SAP PERSONNEL NO.	DIVISION/SECTION DISE/ESB/C&NSS	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☐ Confidential Related BU: ☒ Rank and File BU: R10				
RESPONSIBILITIES EXERCISED ☐ Supervisory ☒ Lead Person		IMMEDIATE SUPERVISOR (Print) Connor Block		SUPERVISOR'S CLASSIFICATION EPM I
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse				DATE 10-10-25
<i>Percent of Time</i>	<i>Activity</i>			
40%	POSITION SUMMARY As a matrixed multi-disciplinary environmental team, the Environmental Services Branch provides comprehensive and specialized environmental and cultural regulatory compliance services to support the Department's wide range of activities. Under the general direction of the CEQA & NEPA Support Manager, the incumbent provides highly specialized regulatory compliance services to ensure DWR compliance with applicable federal, State, and local environmental and cultural resource laws and regulations in support of DWR's continued operation and maintenance of the State Water Project (SWP), Federal Energy Regulatory Commission (FERC) license compliance and implementation, flood protection and levee maintenance activities, and protection of the State's resources. This position works collaboratively and in close coordination with the Environmental Assessments and Permitting Section, which ensures multi-disciplinary support amongst the Branch, Division, Department-wide, and with federal, State, and local agencies and stakeholders. ESSENTIAL FUNCTIONS This position requires the incumbent to work both independently and cooperatively with others; maintain regular, consistent and predictable attendance; exercise good judgment; and follow Department safety policies. The duties of this position require a high degree of project management, analytical and organizational skills; knowledge of federal, State and local environmental and cultural resources laws and regulations; proficiency with Geographic Information System (GIS) applications; and excellent written and verbal communication skills. The specific essential functions are: Serves as one of the Section's experts and lead specialists in environmental and cultural resource review, permitting, environmental compliance, and monitoring with particular emphasis on cultural resources and tribal communication. Provides consultation, training and other services to DWR management, staff, and clients in support of the SWP, FERC licenses, emergency operations, flood protection, levee maintenance, ecosystem restoration, and water conveyance projects. Conducts and leads field preparation and archaeological surveys, environmental data collection, site records			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Connor Block		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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	preparation, and other related biological and cultural resource documentation. Prepares and/or implements work plans, management plans, written reports and other documents for conducting surveys, compliance monitoring, tribal consultation, and archaeological data recovery and analysis. Conducts and/or oversees complex surveys and analysis and prepares required environmental documents for cultural resource management agreements for applicable federal, State, and local regulatory agency review and approval.				
20%	Provides guidance and disseminates policy, procedures, and information on Native American issues, facilitate meetings and discussions between DWR staff and Native American representatives, and works with DWR's Tribal Policy Advisor to coordinate with other DWR Divisions/Regions/Offices on implementation strategies for Native American consultations under AB-52 and the California Natural Resources Agency's Tribal Consultation Policy. Works with the California Historical Resources Information System, the Native American Commission, local Native American groups and other interested groups/individuals. Maintains files of all correspondence and documentation of coordination and consultation for projects.				
20%	Reviews and responds to environmental documents prepared or submitted by staff, other DWR Division/Region/Office personnel, consultants, and other agencies which relate to areas of interest to DWR. Represents DWR on various intra-departmental and inter-agency work groups, committees and public forums. Develops policy and guidance documents for environmental and cultural resources management and compliance. Creates, organizes and provides instruction for environmental compliance related training courses and tailgate sessions. Designs slideshows, training handouts, and other presentation media. Maintains GIS database records and electronic files.				
10%	Assist, meet, and confer with the Office of Tribal Affairs and Office of General Council with research into DWR controlled collection both SWP and non-SWP, including outreach and coordination with other federal and State agencies, and UCs/CSUs for Native American Graves Protection and Repatriation Act (NAGPRA)/ California NAGPRA compliance. Coordinate with other agencies, CSUs, UCs, and museums/curation facilities to support repatriation of collections. Work with partner agencies to analyze collections, develop inventory lists, and draft and review Notices of Inventory Completion (NICs).				
10%	Lead and facilitate tribal consultations while working with Department archaeologists and the Office of Tribal Affairs. Participate in multi-agency and agency-wide working groups. Remain current on caws pertaining to cultural resources and Native Americans by attending training, workshops, and conferences. Travel to meetings or conferences may require driving a personal or State vehicle.				
	SPECIAL REQUIREMENTS Incumbent must possess a valid California State driver's license to travel to various field sites and meetings.				

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	The incumbent must be able to meet the demands of field work on land and in water; must be able to swim at least 50 yards and stay afloat at least 10 minutes; must be able to move and transport equipment or objects weighing up to 40 pounds over rugged terrain. Incumbent may be required to work extended hours and travel on short notice, sometimes requiring overnight lodging. Incumbent must be highly knowledgeable of natural and cultural resources management and of applicable federal, State and local environmental laws and regulations, including the National Environmental Policy Act, California Environmental Quality Act, National Historic Preservation Act, Native American Graves Protection and Repatriation Act (NAGPRA), and California NAGPRA. Incumbent must have experience working with applicable federal, State and local environmental regulatory agencies, such as U.S. Army Corps of Engineers, FERC, and the California Office of Historic Preservation. Incumbent must have experience working with Native Americans, knowledge of California history and prehistory, experience in archaeological field methods and survey techniques, and be proficient with GIS software and applications. All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination. The Department of Water Resources (DWR) is committed to its mission and employees, and we are grounded in our commitment to public safety. DWR offers a hybrid workplace model that is designed to support a workforce of both office-centered and remote-centered workers. Regular and consistent attendance - whether office-centered or remote-centered - is essential to the successful performance in this position. The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.			