



Classification: Sr. Environmental Scientist (Supervisory)  
Position Number: 880-140-0764-014

## DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

<b>RPA Number:</b> 25-140-072	<b>Classification Title:</b> Senior Environmental Scientist (Supervisory)	<b>Position Number:</b> 880-140-0764-014
<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> CRWQCB-Los Angeles Region 4		<b>Section/Unit:</b> Municipal Stormwater Permitting Unit
<b>Supervisor's Name:</b> Céline Gallon		<b>Supervisor's Classification:</b> Environmental Program Manager I (Supervisory)

### Human Resources Use Only:

**HR Analyst Approval:** *Tiffany Pace*

**Date:** December 19, 2025

### General Statement

Under the direction of the Environmental Program Manager I, Regional Programs Section Manager, and consistent with good customer service practices and the State and Regional Boards' Strategic Plan, the incumbent is expected to be courteous, provide timely responses to internal and external customers, follow through on commitments, and solicit and consider customer input when completing work assignments.

### Position Description

The Senior Environmental Scientist (Supervisory)(Sr.ES) is responsible for supervising the Municipal Stormwater Permitting Unit at the Los Angeles Regional Board. In that capacity, the Sr.ES plans, organizes, directs, and coordinates the work of a multi-disciplinary technical staff in professional engineering and environmental work related to storm water pollution, non-storm water discharges, NPDES permitting and storm water program implementation. In doing so, the Sr. ES ensures that all supervised staff practice good customer service. The Senior Environmental Scientist must work independently, communicate effectively, and manage multiple tasks. Daily proficient utilization of office equipment and the Microsoft Office Suite is required.

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



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40%	Supervise the development and implementation of storm water program components to reduce urban runoff pollution and prevent the contamination of water resources and impairment of beneficial uses. Technical aspects of implementation include permitting (including incorporation of requirements to implement total maximum daily loads (TMDLs)), evaluation of monitoring data, evaluation of water quality/hydrology model results, evaluation of program effectiveness, compliance/enforcement activities, technology evaluation, and facilitating technology transfer.
20%	Provide direction to storm water staff responsible for the implementation of the municipal storm water program. Develop and oversee implementation of guidance and procedures. Review and comment on stakeholder developed technical guidance, manuals and reports. Conduct staff meetings to review progress. Review reports, summarize progress and problems, and plan upcoming projects.
20%	Coordinate in-house with associated programs including TMDLs, Permitting, and Compliance and Enforcement. Presents proposals to management. Communicate and coordinate externally with officials at federal, state, and local agencies, with permittees, and with the public, including business and environmental interests.
15%	Mentor Unit staff, monitor staff workloads, delegate assignments, conduct performance reviews, and prepare Individual Development Plans to establish goals, objectives, and training needs. Facilitate staff development and agency effectiveness. Manage personnel hiring and discipline as needed. Develop detailed schedules and work plans for the Unit in response to management direction, Regional Board priorities, State Board mandates, or statutory and legal requirements. Provide presentations to the Board, agencies, and public groups. Prepare technical correspondence and reports, track progress, maintain files, attend meetings such as the MS4 Roundtable, respond to public inquiries, and complete required training.

**Marginal Functions (Including percentage of time):**

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. Occasionally (<5%) need to navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday.
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**Typical Working Conditions:**

The incumbent works on the 2nd floor of a high-rise office building in downtown Los Angeles in an office cubicle in a smoke-free environment. The work schedule is Monday through Friday. The incumbent may telework based on Unit needs. Travel may be required locally and within the state.
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**Supervisor Statement**



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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