



Classification: Environmental Scientist
Position Number: 880-250-0762-246

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 25-250-098	Classification Title: Environmental Scientist	Position Number: 880-250-0762-246
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full-time	CBID: R10
Division/Office: Division of Water Quality		Section/Unit: Sustainable Water Plans and Policies II/STORMS Unit
Supervisor's Name: Amanda Magee		Supervisor's Classification: Senior Engineering Geologist

Human Resources Use Only:

HR Analyst Approval: Kathleen Hill

Date: January 2026

General Statement

Under the close supervision of a Senior Engineering Geologist and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, the Environmental Scientist 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

This environmental scientist position requires the review of data for stormwater planning; clear communication and cooperation while working with multi-disciplinary groups on stormwater issues; review of scientific investigations and studies pertaining to stormwater management; regular, consistent, and predictable attendance; and the ability to exercise sound judgment.

Essential Functions (Including percentage of time):



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40%	Using scientific knowledge and technical expertise, work with an interdisciplinary team on development and implementation of water quality control plans, policies, permit language, and implementation plans associated with the STORMS mission (promoting stormwater as a resource), including but not limited to the Urban Stormwater Infiltration Policy and the Cost of MS4 Permit Implementation Policy. May act as task lead on some portions of projects. Use project management skills to independently plan, organize, and complete tasks, such as developing project charters, schedules, communication plans, and other documents. Prepare public notices, presentations, correspondence, complex reports, and briefing documents with policy options and staff recommendations. Identify and determine appropriate responses to comments raised during public reviews of draft program documents.
30%	Provide scientific and technical expertise on projects in the STORMS unit using knowledge of stormwater management, conventional and emerging stormwater pollutants, and contaminant fate and transport. In addition, apply scientific methods and principles to: compile, organize, analyze, synthesize data and technical information; review and compile scientific literature and technical documents; develop and implement question driven monitoring design and data collection, data planning, research, preparation, aggregation, processing, quality assurance and control; evaluate, manage, publish and share data and information; summarize findings and make recommendations; and develop and review documents, technical reports, reference documents, and content for program webpages.
10%	Using scientific interpretation and professional judgment, work with internal and external stakeholders on scientific, policy, technical, economic, and administrative interests. Take a lead role in meetings and consultations with internal and external stakeholders, including Regional Water Boards, executive management, other State agencies, tribes, and public forums related to stormwater planning. Review, analyze, and respond to public comments and related stormwater documents. Develop and give public presentations and briefings on assigned projects and related topics and update website content.
10%	Represent the Water Boards in outreach and engagement efforts, including giving presentations, facilitating meetings and workshops, and conducting Tribal consultations. Conduct community and Tribal outreach and engagement, establish and maintain partnerships, and foster open communication for voices from historically underserved and disadvantaged communities, including conducting outreach and analyses and developing findings consistent with Water Code section 13149.2. Conduct programmatic assessments and identify actions to implement the Water Board's Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution, and Climate Change Resolution in integrated water resource management. In cooperation with the Communications Office and the Office of Public Participation develop talking points, presentations, and outreach material for members of the media and the public. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions.
Marginal Functions (Including percentage of time):	



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5%	Track legislative updates and prepare analyses for bills pending before the legislature related and pertaining to stormwater. Prepare response to inquiries regarding budget change proposals. Consult with the Water Board's Office of the Chief Counsel and provide advice to staff and management on the preparation of administrative records for review by the Office of Administrative Law.
5%	Perform other duties as required.

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. The job also requires giving presentations and attending meetings virtually as well as in person. This position may require travel to various locations throughout the state by car, rail, and air to attend meetings, trainings, and site visits.

Typical Working Conditions:

The Environmental Scientist works in an office cubicle on the 15th floor of a high-rise office building in downtown Sacramento. The work schedule is Monday through Friday. Periodic travel may be required locally and within the state, including occasional overnight travel.

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