



Classification: Environmental Scientist
Position Number: 880-240-0762-007

DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

RPA Number: 25-240-027	Classification Title: Environmental Scientist	Position Number: 880-240-0762-007
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: R10
Division/Office: Office of Sustainable Groundwater Management		Section/Unit: Sustainable Groundwater Management Act Unit III
Supervisor's Name: Sarah Sugar		Supervisor's Classification: Senior Environmental Scientist (Supervisory)

Human Resources Use Only:

HR Analyst Approval: *Tiffani Pace*

Date: January 22, 2026

General Statement

Under the close supervision of a Senior Environmental Scientist (Supervisory) 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 Environmental Scientist (ES) supports the development and implementation of State Water Board intervention actions in groundwater basins subject to the Sustainable Groundwater Management Act (SGMA). The ES works to evaluate impacts of groundwater pumping on surface water depletions, groundwater quality, and ecosystems dependent on shallow groundwater by evaluating scientific studies and reports and using various software such as GIS. The ES applies knowledge of natural resource and common pool resource management to support development of temporary interim plans for managing groundwater where local management is insufficient. The ES is required to work with a team and sometimes independently, communicate effectively, manage multiple tasks and become proficient in SGMA objectives. Daily proficient utilization of office equipment and the Microsoft Office Suite is required.

Essential Functions (Including percentage of time):

30%	Support the development of interim groundwater management plans for basins subject to State Water Board intervention under SGMA. Applying statistical analysis techniques; analyze available data related to groundwater extractions, well locations, evapotranspiration, crop mapping, and surface water rights. Review water budget data, local project proposals and updates, and local groundwater management policies for inclusion in interim plans. Coordinate with external parties, including California Native American Tribes, residents, local groundwater sustainability agencies, non-governmental organizations, infrastructure managers, and other public agencies. Develop graphics, charts, and tables to communicate complex technical data and analyses to diverse audiences.
20%	Review technical documents, provide technical assistance, and evaluate conditions of overdraft or depletions of interconnected surface water caused by groundwater pumping in basins subject to the requirements of SGMA. Investigate ecological and other impacts of groundwater extractions, such as subsidence, reduced surface water flows, lowering the water table, changes in surface and groundwater quality, and impacts to groundwater-dependent ecosystems. Conduct or develop the scope for field investigations of groundwater-dependent ecosystems and surface streams potentially affected by groundwater extraction. Perform literature reviews and prepare technical reports that include study plans, flow study, and habitat surveys. Analyze, classify, and review environmental land use patterns and identify pattern changes.
20%	Coordinate and conduct environmental investigations to determine compliance with SGMA requirements. Review and evaluate technical content of pumping reports, responses to investigative orders, and interim management plans. Develop outreach materials and communications to groundwater pumpers and local groundwater management agencies. Evaluate the accuracy of reported groundwater pumping data by integrating and analyzing evapotranspiration datasets, surface water deliveries information, and other data sources. Use geospatial and tabular data tools to identify inconsistencies or anomalies in reported pumping volumes. Apply scientific judgment to assess whether reported data aligns with observed hydrologic conditions, including consumptive use estimates derived from remote sensing and field measurements. Collaborate with agency enforcement staff and external stakeholders to refine data validation methodologies and support enforcement or corrective actions where discrepancies are identified.
15%	Oversee and provide technical and administrative support for State Water Board actions related to groundwater management. Present testimony and evidence at State Water Board and Superior Court hearings. Develop technical reports and policy recommendations that support sustainable groundwater management.

Marginal Functions (Including percentage of time):



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10%	Establish and maintain cooperative working relationships with community groups, groundwater sustainability agencies, local and regional groundwater management entities, and other agencies to evaluate local groundwater conditions and assess, develop, and implement groundwater management plans, projects, practices, and controls necessary to sustainably manage basins. Assist local and regional entities in developing, evaluating, and implementing groundwater management approaches and other integrated water resources monitoring and management strategies. Coordinate with other State Water Board organizations to ensure programs are integrated and leveraged. Provide program information, technical assistance, data summary and analysis, groundwater management guidance, and educational outreach to federal, State, local, tribal, and non-governmental entities. Conduct other public outreach and education and deliver presentations related to groundwater assessment and management.
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.

Typical Working Conditions:

The incumbent works on the 13th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work, may be necessary when the organization is mission tasked. Occasional travel and overnight stays may be required.

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