



**Classification:** Senior Water Resource Control  
Engineer (Specialist)  
**Position Number:** 880-300-3844-057

## DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

<b>RPA Number:</b> 25-300-098	<b>Classification Title:</b> Senior Water Resource Control Engineer (Specialist)	<b>Position Number:</b> 880-300-3844-057
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Senior Water Resource Control Engineer (Specialist)	<b>Effective Date:</b> TBD
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full-Time	<b>CBID:</b> R09
<b>Division/Office:</b> Division of Water Rights		<b>Section/Unit:</b> Drought Planning, Hearings and Special Projects Section
<b>Supervisor's Name:</b> Conny Mitterhofer		<b>Supervisor's Classification:</b> Supervising Water Resource Control Engineer

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b> <i>Nina Lopez</i>	<b>Date:</b> 02/02/2026

<b>General Statement</b>
Under the 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.
<b>Position Description</b>
This position offers a unique and challenging opportunity to serve as a technical and multi-disciplinary team lead for the development and implementation of a wide variety of long-term initiatives, projects, and programs designed to improve the efficiency and efficacy of the State Water Board's Division of Water Rights' drought planning and management actions and to assist with complex and controversial water right hearings and adjudicatory proceedings as well as permitting actions before the State Water Board.

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

25%	<p>Work with multi-disciplinary technical staff conducting drought planning and management activities. These activities include the evaluation of engineering related drought forecasts, reservoir operations, diversion structures and operations, and related regulations and laws. Review public documents for sound engineering practices and accuracy, including materials associated with curtailments, regulations, complaints, and other drought-related activities. Participate in the development and implementation of drought planning and management related policies and administrative activities, including managing work plans, technical support contracts, assessing and supporting staff activities to achieve Board goals and water right policies. Advise and collaborate on drought planning research, monitoring efforts, and data management pilot projects. Provide engineering expertise related to field inspections to measure stream flows, reservoir capacities and hydraulic capacities of diversion works, determining if water diversion facilities are operating in accordance with their water rights, and determining water balances related to beneficial uses of water. Manage the development of quantitative water accounting and allocation models. Participate in the determination of appropriate conceptual approaches, analytical methods, and computer code to evaluate elements of water supply, diversion demand, reservoir operations, accretions or depletions, and other water balance elements and assist with implementation of regulatory and voluntary pathways under the Bay-Delta Water Quality Control Plan.</p>
20%	<p>Using sound engineering practices, conduct hydrologic analyses of Statement of Water Diversion and Use (Statement) data to inform decisions by the State Water Board and other agencies regarding water allocation, curtailments, and protection of public trust resources. Provide necessary calculations of diversions, pumping rates, pumping efficiencies, and integrate these with data reporting and management requirements. Prepare reports of investigation detailing technical findings and recommendations for necessary actions to ensure project compliance. Act as engineering staff expert to lead, oversee, and participate in the development and implementation of robust approaches, analytical tools, methodologies, models, and other tools for water availability analyses, data management, and data visualization to support the Division of Water Rights' drought management, enforcement, and water right permitting programs. Prepare or assist with the preparation of hydrologic models for watershed dry year evaluations and assist with regional efforts to create voluntary drought agreements. Integrate modeling and/or remote sensing techniques and other methods to estimate water use into the Division of Water Rights' workflows.</p>

15%	Develop and facilitate the adoption of, and implement State Water Board policies and regulations for permitting water availability analysis, water right curtailment, and minimum instream flow requirements for the protection of fish and wildlife and other public trust resources within the State Water Board's purview, with an emphasis on sound engineering principles, cost efficiencies, and practices. Provide recommendations for future updates to the measurement and reporting regulation in collaboration with the Division's enforcement and data modernization staff. Prepare technical documentation, brief executive staff and Board Members on recommended policy approaches, assist in the preparation of public communication materials, and present information in public meetings and workshops.
15%	Develop and implement new or revised methodologies for data visualization on a variety of topics related to drought planning and management, including but not limited to water availability analysis, regulations, instream flow requirements, and water diversion measurement and reporting. Develop and implement effective outreach strategies, including materials, website updates, media messaging, public workshops, meetings, and outreach events. Scope, plan, and conduct meetings to better understand environmental needs and the needs of senior and junior water right holders in impacted watersheds. Host outreach events to collaborate with partner agencies, water right holders, non-governmental organizations, and other stakeholder groups on the development of alternatives to drought curtailments including but not limited to private party forbearance agreements and voluntary drought agreements.
10%	Coordinate with staff from the other Water Board regions, Divisions, and offices to increase and improve coordination, communication, and stakeholder engagement on drought planning and response actions. Activities would include, but not be limited to, coordinating roll-out of technical tools and methodologies for stakeholders and the public; managing stakeholder engagements and comments on Division of Water Rights processes, permits, and curtailment actions; organizing and attending meetings, workshops, and webinars and preparation and distribution of written materials (fact sheets, drought action websites, etc.). Process, issue, and manage implementation of Temporary Urgency Change petitions and temporary water transfers during drought emergencies. Assist Permitting Section staff with long-term planning, outreach, and analysis of water right applications, including groundwater storage and recharge. Evaluate groundwater-surface water interactions during drought emergencies to assist with the development of solutions for stream depletion caused by over-pumping of groundwater. Assist Drought Planning, Hearings and Special Projects Section staff with the planning, organization, and implementation of water right and water quality hearings, public workshops, and adjudicatory proceedings before the State Water Board. Serve on and oversee teams charged with investigation and technical analysis of key hearing issues and matters subject to adjudicatory proceedings.



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10%	Oversee and participate in the processing of sensitive, complex, and high priority water right applications and petitions involving the evaluation of water availability and the assessment of instream flow needs and impacts on fish and wildlife, other legal users of water, and the public interest pursuant to the Water Code, Title 23 of the California Code of Regulations, California Environmental Quality Act, and Public Trust Doctrine. Develop and implement program and process improvements. Prepare Budget Change Proposals for the acquisition of new staff and resources. Prepare legislative bill analyses and other duties related to drought planning and management, hearings, and water right permitting as required.
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**Marginal Functions (Including percentage of time):**

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

Extensive use of a personal computer and the ability to sit/stand at desk for long periods of time, utilize a phone, and type on a keyboard for extended periods of time during core office hours. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Moving about the office and standing or sitting during in person meetings.

**Typical Working Conditions:**

The incumbent works on the 14th 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. Travel may be required locally and within the state.

**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