



Classification: Senior Environmental Scientist
(Specialist)
Position Number: 880-300-0765-XXX

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 25-300-097	Classification Title: Senior Environmental Scientist Specialist	Position Number: 880-300-0765-XXX
Incumbent Name: Vacant	Working Title: Environmental Analysis and Writing Specialist	Effective Date: TBD
Tenure: Permanent	Time Base: Fulltime	CBID: R10
Division/Office: Division of Water Rights		Section/Unit: Data Modernization & Governance Section
Supervisor's Name: Brent Vanderburgh		Supervisor's Classification: Supervising Engineering Geologist

Human Resources Use Only:	
HR Analyst Approval: <i>Nina Lopez</i>	Date: 02/12/2026

General Statement
Under the direction of a Supervising Engineering Geologist 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 Senior Environmental Scientist Specialist (SES Spec) is responsible for working with a multi-disciplinary team to develop environmental monitoring studies; conduct advanced data analysis to evaluate large or complex environmental datasets; identify and incorporate relevant information about environmental monitoring, data, policy, and regulations; develop key insights; and develop actionable recommendations for program and policy decisions on environmental data collection and management and on resource management. The position requires preparing clear, targeted technical reports and plain language materials on environmental data and environmental management for diverse audiences, including technical staff, management, policymakers, and the public. The SES Spec must work independently, think creatively, communicate effectively, and collaborate with interested parties and interdisciplinary teams to ensure water resource management strategies are informed by accurate and insightful analyses.



Classification: Senior Environmental Scientist
 (Specialist)
 Position Number: 880-300-0765-XXX

Essential Functions (Including percentage of time):	
25%	Apply advanced data analysis methods to evaluate large and diverse environmental data sets, incorporate relevant environmental context, identify key trends and results, identify data quality issues, and highlight the most valuable results for scientific and policy discussions on environmental data collection and environmental resource management. Use analytical and visualization tools (e.g., Python, R, Power BI, etc.) to investigate, process, and analyze data.
25%	Prepare and review advanced technical documents, reports, and publications on environmental data and environmental management approaches that communicate data results, key insights, and recommendations in the context of environmental practice. Develop targeted materials tailored to specific audiences, including technical staff, leadership, policymakers, and the public using a variety of communication techniques. Translate complex data findings into clear, concise, and accessible language that supports transparency and understanding. Use analytical and visualization tools (e.g., Python, R, Power BI, etc.) to create insightful diagrams and other visualizations. Ensure that all written products meet high standards for accuracy, clarity, and consistency with Water Board communication and accessibility goals.
20%	Work with multidisciplinary teams to develop and implement technical studies that use telemetry to perform real-time water monitoring. Ensure that study design, equipment selection, and data management approaches consider current environmental knowledge, practice, regulations, and policy, as well as project goals and industry best practices.
10%	Support the data system and document digitization project known as Updating Water Rights Data (UPWARD). Provide environmental monitoring and telemetry data expertise to staff and contractors supporting UPWARD. Create example environmental datasets and documentation. Perform User Acceptance Testing in the data system to ensure it properly accepts and manages telemetered and non-telemetered environmental data.



Classification: Senior Environmental Scientist
 (Specialist)
 Position Number: 880-300-0765-XXX

10%	<p>Engage with colleagues and collaborators to share insights, gather feedback, and improve understanding of telemetry-based monitoring and environmental data practices and applications. Serve as a technical resource and advisor on telemetry, environmental monitoring, environmental data analysis, and environmental data interpretation.</p> <p>Engage and build relationships with community members to better understand local water issues, existing monitoring equipment and management, existing environmental data and data management practices, and concerns around telemetered monitoring. Serve as a technical resource for community members engaged in water monitoring and telemetry.</p> <p>Update Water Board leadership and the public on telemetry environmental study progress. Present study results and recommendations at public meetings, workshops, and professional conferences. Support public engagement by developing clear data visualizations, story maps, and summary materials that make technical environmental findings accessible to broader audiences. Support public engagement to update the public on telemetry environmental study progress, support local understanding of methodologies and studies, provide training, and promote use of technical resources.</p>
-----	---

Marginal Functions (Including percentage of time):

5%	Respond to inquiries from the public as assigned to phone duty and email duty, draft correspondence, update webpages, and brief Division management, executive management, and members of the State Water Board.
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. Ability to lift 10 pounds and bend and reach above shoulders to retrieve files and/or documents.

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, excluding state holidays. Infrequent overnight travel may be required locally and within the state (<5%).



Classification: Senior Environmental Scientist
(Specialist)
Position Number: 880-300-0765-XXX

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