



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Cultural Resources Division	Senior Environmental Scientist	549-840-0765-001
DISTRICT/HQ SECTION	WORKING TITLE	CBID
CORE Technical Team	CORE Built Environment, Cultural Lead	R10
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Coastal Resilience	Headquarters, Sacramento	
STATE HOUSING		IMMEDIATE SUPERVISOR
Housing not available		Supervisor, Cultural Resources Program
SENSITIVE POSITION DESIGNATION (Check if applicable)		
<input type="checkbox"/> Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
<p>Under the supervision of the Supervisor, Cultural Resource Programs, the Senior Environmental Scientist serves as a member of the interdisciplinary Coastal Resilience (CORE) Program, supporting the implementation of the Department’s Sea Level Rise Adaptation Strategy. The position provides scientific and technical expertise to inform project formulation, evaluation of adaptation strategies, and integration of climate resilience into operational processes, projects, and programs. Working collaboratively with the CORE Program members, districts, divisions, and partner agencies, the incumbent supports environmental compliance, interagency coordination, and the application of best available science to guide planning, alternatives scoping, and project development for coastal adaptation efforts.</p>		
<p>ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.</p>		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
30%	<p>CORE Program Development and Implementation</p> <p>Work as a team member of the Department’s Coastal Resilience Program (Program), supporting the development and implementation of Program goals and initiatives. Duties include providing expert contributions for vulnerability assessments, adaptation strategies and project development and prioritization, supporting program planning, coordination, and communication across divisions. Provide technical assistance to the districts. Assist with partnership development and government relations with regulatory agencies on elements of the Department’s Sea Level Rise Adaptation Strategy. Support program reporting, preparation of materials, and coordination of meetings and workshops to promote collaboration and effective implementation of coastal resilience efforts statewide.</p>	
30%	<p>Systemwide Support to District Programs</p> <p>Provide leadership and expertise to districts on alternatives development, project formulation, scope of work development, cost estimating, and implementation of coastal resilience projects. Evaluate adaptation strategies using site data and climate projections and coordinate with other Program members and divisions to ensure policy alignment. Engage with regulatory agencies on environmental and/or historic preservation compliance and permitting. Review and track project agreements and funding allocations, report progress to leadership, and support grant writing, reporting, and records management.</p>	

25%	Regulatory Compliance and Technical Support Provide scientific and technical support for environmental and/or historic preservation compliance, permitting, and interagency coordination related to sea level rise adaptation and coastal resilience projects. Assist districts and divisions with preparation of permit applications and review of technical documents to ensure consistency with State Parks' internal policy and applicable regulations, including CEQA, PRC 5024, NHPA, and Coastal Act. Coordinate with regulatory agencies to facilitate project delivery. Support development of best practices and guidance to improve efficiency, consistency, and scientific rigor in permitting and project implementation.	
10%	Policy and Guidance Support the development of Department policy, guidance, and procedures related to sea level rise adaptation, coastal resilience, and natural resource management. Collaborate with divisions and districts to identify policy gaps and ensure consistency with State Parks' mission, statutory authorities, and the Sea Level Rise Adaptation Strategy. Review and synthesize emerging science, regulatory updates, and best practices to inform policy development and decision-making.	
MARGINAL FUNCTIONS:		
%	TASK/DUTIES	
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs.	
TYPICAL WORKING CONDITIONS		
Duties are performed in both office and field settings. Fieldwork may require long-distance travel by vehicle to remote park units and accessing field sites by foot, including in undeveloped or wilderness areas. The incumbent must be able to navigate uneven terrain, withstand exposure to variable weather conditions, and work in physically demanding environments. Travel throughout the State and occasionally irregular work hours, as needed.		
TELEWORK DESIGNATION:		
This position is designated as Telework Eligible - Remote Centered.		
SPECIAL REQUIREMENTS:		
Possession of a valid class C driver's license is required.		
The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.		
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 WITH A COPY OF THIS DUTY STATEMENT.		
SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE
EMPLOYEE STATEMENT:		
I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.		
EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE