



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Central	Environmental Scientist (PI) (Range A/B)	549-730-0762-902
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Central Valley District	Environmental Scientist - Wildlife	R10
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Natural Resources	Columbia State Historical Park	
STATE HOUSING		IMMEDIATE SUPERVISOR
State Housing is not available		Senior Environmental Scientist Sup.
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 close supervision of the District's Senior Environmental Scientist (Supervisory), the Environmental Scientist (ES) performs a variety of duties as part of the Central Valley District's Natural Resources Management Team and Central Valley District's Wildlife Program. The reporting location is Columbia State Historic Park. The ES will have the primary responsibility for native and non-native species management and will act as a project manager and lead in the performance of natural resource stewardship activities. The position will assist the wildlife seasonal employee crew.</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.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
40%	Natural Systems Restoration Assist with the development and implementation of programs designed to restore natural ecosystems. Responsible for natural resource projects. Locate and map populations of targeted animal populations, soils, topographic features, habitats, water, and other natural occurrences. Control non-native, invasive, & feral animal species; Draft preliminary reports, planning documents, and grant applications. Collect pre and post monitoring data and spatial data using GPS and GIS. Collaborate and monitor contractors, labor crews, and volunteer groups. Assist with the district's vegetation management grazing program and associated studies. Manages Scientific Collection and Research Permits pertaining to animal life. Work closely with the District Environmental Coordinator on CEQA/NEPA compliance and required permits for assigned projects. Work with federal and state regulatory agencies with concern to listed species.	
25%	Yearly Ongoing Natural Resources Maintenance Activities Perform the resource maintenance activities (i.e. animal habitat restoration, animal control, animal monitoring, etc...) within the position's area of responsibility in a timely manner. These activities include exotic species control, prescribed burning, annual management unit inspections, and long-term monitoring.	
20%	Natural Resource Program Administration Track budgets, purchase materials, prepare status reports and invoices for assigned projects. Assist in District project and crew planning and coordination, staff, safety meetings and other briefings. Complete time sheets, daily account logs, voyager fuel reports, vehicle logs, and other administrative documents.	
10%	Prescribed Fire Management	

	Assist fire managers in conducting pile burning, broadcast burning, clearing firebreaks, collecting pre and post fire data, and monitoring fire behavior.	
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		
Work indoors in climate-controlled buildings, work outdoors in variable weather conditions. Work in hazardous situations (e.g., around fire, chemicals, etc.) Work environment may have exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, unpleasant odors, and/or loud noises. Typical working hours are 0800 to 1630 on full days, but schedules may vary depending on available funding and operational need. This position may also be working nights and weekends depending on program/project needs.		
TELEWORK DESIGNATION:		
This position is designated as NOT Telework Eligible.		
SPECIAL REQUIREMENTS:		
Must possess a valid California Driver License. Must be 18 years of age or older. Must wear prescribed uniform and adhere to DPR grooming standards. This position requires confidentiality due to project sensitivity. Employees agree not to disclose private project information to non-departmental employees.		
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



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Central	Environmental Scientist (PI) (Range C)	549-730-0762-902
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Central Valley District	Environmental Scientist - Wildlife	R10
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Natural Resources	Columbia State Historical Park	
STATE HOUSING		IMMEDIATE SUPERVISOR
State Housing is not available		Senior Environmental Scientist Sup.
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 close supervision of the District's Senior Environmental Scientist (Supervisory), the Environmental Scientist (ES) performs a variety of duties as part of the Central Valley District's Natural Resources Management Team. The ES performs a variety of responsible professional scientific office and field work. The reporting location is Columbia State Historic Park and will have responsibility for the Central Valley District's Wildlife Program. The ES will have the primary responsibility for native and non-native species management and will act as a project manager and lead in the performance of natural resource stewardship activities. This position may lead the wildlife seasonal employee crew on specific projects.</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.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
40%	Natural Systems Restoration Develop and implement programs designed to restore natural ecosystems; undertake natural resource projects; locate and map populations of targeted animal populations, soils, topographic features, habitats, water, and other natural occurrences; controls non-native, invasive, & feral animal species; draft reports, planning documents, and grant applications; collect pre- and post-monitoring data and spatial data using GPS and GIS; lead and direct contractors, labor crews, and volunteer groups; collaborate and assist with oversight of the district's vegetation management grazing program and associated studies; oversee Scientific Collection and Research Permits pertaining to animal life; and works with District Environmental Coordinator to CEQA/NEPA compliance and required permits for assigned projects. Work with federal and state regulatory agencies with concern to listed species.	
25%	Yearly Ongoing Natural Resources Maintenance Activities Assist the Senior Environmental Scientist to ensure the resource maintenance activities (i.e. animal habitat restoration, animal control, animal monitoring, etc.) within the position's area of responsibility are carried out in a timely manner. These activities include exotic species control, prescribed burning, annual management unit inspections, and long-term monitoring.	
20%	Natural Resource Program Administration Track budgets, purchase materials, prepare status reports and invoices for assigned projects. Participate in District project and crew planning and coordination, staff, safety meetings and other briefings. Complete timesheets, daily account logs, voyager fuel reports, vehicle logs, and other administrative documents.	
10%	Prescribed Fire Management	

	Under direction, assist fire managers in conducting pile burning, broadcast burning, clearing firebreaks, collection of pre- and post- fire data, and monitoring fire behavior.	
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		
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EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE