

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Principal Engineer, Water Resources		DWR POSITION NUMBER 1840-3255-691	SAP POSITION NUMBER 50045527	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION DOP/Plan Formulation Branch	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input checked="" type="checkbox"/> M09 Supervisory Related BU: <input type="checkbox"/> Confidential Related BU: <input type="checkbox"/> Rank and File BU: <input type="checkbox"/>				
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Vacant	SUPERVISOR'S CLASSIFICATION CEA	
APPROVED BY (Personnel Analyst's Name) Sydney Mecke			DATE 04/08/2026	
<i>Percent of Time</i>	<i>Activity</i>			
	<p>POSITION SUMMARY</p> <p>Under the general direction of the Division Manager, the Plan Formulation Branch, Principal Engineer, Water Resources (WR), will lead, plan, and manage staff and consultants engaged in planning and engineering studies for the coordinated management of California's water resources, and in evaluating and reporting on climate change impacts. The position includes preparing periodic updates of the California Water Plan (Bulletin 160), including statewide assessments of water supply and demand, water management strategies, and future scenarios to inform long-term water resource planning, and supporting implementation of statutory updates to the California Water Plan that establish statewide water supply targets and modernize and integrate California's water planning framework. The Principal Engineer, WR, coordinates statewide water management planning initiatives with other State, federal, Tribal, regional, local agencies, and governments and with other states. The duties include describing climate impacts and identifying climate adaptation strategies for the California Water Plan and related programs.</p> <p>ESSENTIAL FUNCTIONS</p> <p>This position requires that the incumbent to perform high-level administrative, management, and policy-influencing functions effectively, work cooperatively with others, maintain regular, consistent, predictable attendance, and exercise independent action requiring good judgment and tact. Assist in the development and implementation of work and communication plans in close coordination with other State, federal, Tribal, regional, and local agencies and governments, interested parties, consultants, academia, and private entities. Effectively communicate complex water planning and management concepts through presentations, written materials, briefings, translating technical information for decision-makers and non-technical audiences across the State. Lead, plan, organize, and direct the work of others in carrying out Department of Water Resources' (DWR) programs in accordance with applicable laws and regulations, the Governor's Water Policy, DWR's Strategic Plan, California Water Plan, and DWR policies and procedures.</p>			
SUPERVISOR'S STATEMENT:		I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
SUPERVISOR'S NAME (Print) Vacant		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT:		I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.		
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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	<p>Specific essential duties are as follows:</p>		
40%	<p>Lead, plan, organize, direct, and oversee engineering, hydrologic, technical studies, Branch staff and consultants in preparing the California Water Plan update every five years. Convene and coordinate with multiple advisory groups including the Water Plan Advisory Committee, State, federal and Tribal partners, technical advisors, and topic- or place-based caucuses. Convene and coordinate functional work teams and meet with work team Leads. Provide creative problem-solving, collaboration, facilitation services and expertise for Water Plan meetings. Develop and deliver presentations, reports, other communication materials that clearly convey complex technical and planning information to Executive leadership, decision-makers, and non-technical audiences in supporting effective understanding and participation in the Water Plan process.</p>		
25%	<p>Review and approve personnel and fiscal documents, reports, correspondence, budget and program control documents, service agreements, and contracts. Establish and lead efforts throughout DWR to align planning activities. Make presentations on program activities. Represent DWR with interested parties and at public meetings. Oversee the work of consultants who assist DWR in performance of programs and activities. Advise DWR management on the status of programs and projects, significant policy, technical and administrative issues. Act for the Division Manager as required.</p>		
15%	<p>Provide information and strategic guidance for special initiatives including potential changes in statute, advancing Governor’s Administration policy directives, informing General Obligation Bonds, shaping public water resource planning and policy conversations, recruiting and sustaining a relevant and high-performing water planning and policy organization.</p>		
10%	<p>Oversee program implementation to ensure that regulatory and statutory requirements are conducted and satisfactorily completed. Provide oversight of funding sources and budgeting allocation for all participating parties. Manage existing budget authorities provided for program implementation. May seek new funding sources to supplement additional budget needs.</p>		
10%	<p>Lead, plan, organize, direct, and oversee activities and Branch staff and consultants, in close coordination with DWR’s Executive Manager for Climate Change, to describe climate change impacts and identify climate adaptation strategies to inform DWR studies and the California Water Plan.</p>		

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	<p>OTHER RESPONSIBILITIES This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during governor declared emergencies, flood, dam, SWP, and other incidents and emergencies. Additionally, this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assisting agencies such as CalOES and FEMA in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections established in the Incident Command System to assist the department in performing its emergency preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</p> <p>FINANCIAL DISCLOSURE This position is covered in the Political Reform Act and requires financial disclosure within 30 days of the first and last day physically worked in a covered position and annually by April 1st.</p> <p>SPECIAL REQUIREMENTS Possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers is required.</p> <p>The duties require occasional travel to attend meetings, training, and/or field visits.</p> <p>Excellent verbal and written communication skills; ability to give effective public presentations; ability to translate technical information into layman's terms; strong supervisory and leadership skills; ability to manage administrative work to achieve organizational goals and objectives; ability to manage and resolve conflicts and urgent situations; demonstrated ability to act independently; and to maintain a high level of professional and technical expertise.</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> <p>The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.</p>		