



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Law Enforcement and Emergency Services	State Park Peace Officer - Pilot	548-803-0983-410
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Cannabis Watershed Protection Program	CWPP Pilot/Ranger	R07
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Aviation Unit	Statewide Program Support Center McClellan CA.	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
☐ Housing is required ☐ Housing may be required ☒ Housing is not available		Supervising Ranger
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
☒ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
Under the direction of the Supervising Ranger or Superintendent II, Law Enforcement and Emergency Services Division (LEESD), the Aviation Unit State Park Peace Officer (Pilot) is responsible for enforcement within the Cannabis Watershed Protection Program for the Department, with an emphasis on stewardship and operation of state park units with the goal of discouraging and preventing illegal cannabis cultivation, consistent with Revenue and Taxation Code 34019 (f)(2)(B). This position is required to work in an airplane. This position is required to work in rugged outdoor terrain. This position may be assigned to the California Department of Justice's Eradication and Prevention of Illicit Cannabis (EPIC) program. This position may be assigned to the Unified Cannabis Enforcement Task Force (UCETF). This position is required to work in and around helicopters. Extensive travel is required for this position. The Aviation Unit State Park Peace Officer may be required to assist with local District operations as needed and other duties within LEESD including, but not limited to, internal affairs investigations, background investigations, peer support, deployment to natural disasters and other emergencies statewide. This position is required to maintain a pilot certificate for airplane single engine land and an instrument rating. The primary duties of this position include:		
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%	Public Safety and Law Enforcement Enforce all applicable laws, rules, and regulations, with an emphasis on the enforcement of illegal cannabis cultivation. Patrol primarily by airplane. May also conduct patrols by vehicle, boat, and foot; issue citations; make physical arrests; perform search and rescue activities and take command in emergencies. Operate dispatch; conduct traffic control (i.e., pedestrian, vehicular, vessel, bicycle, and horse); render first aid; assist other agencies in emergency or medical incidences and conduct searches for lost people. Prepare and complete all required reports (crime, accident, park damage, citations, warnings); conduct criminal investigations, maintain chain of evidence on all physical evidence taken and held; maintain relations with other law enforcement agencies, and attend court as required. Assist visitors in distress (medical aids, assisting with disabled vehicles, camper problems); maintain awareness of situations hazardous to employees and/or visitors, and assist in the development of crime prevention programs.	

	Perform law enforcement and public protection statewide. Meet Department firearms qualification requirements, PSFA, and Defensive Tactics qualifications. Participate in scheduled Firearms, PSFA, Defensive Tactics Instruction and Training. Participate in Law Enforcement Training to meet P.O.S.T. and legislatively mandated training requirements. May be tasked to operations outside of the area, especially those related to stewardship and operation of state park units with the goal of discouraging and preventing illegal cannabis cultivation, consistent with Revenue and Taxation Code 34019 (f)(2)(B). * A percentage of function may be assigned to support local District operations, with an emphasis on cannabis related impacts.
20%	Flight Training / Proficiency Responsible for maintaining commercial pilot and medical certificates. Shall maintain appropriate FAR 61.57 currency for the flight operation being conducted and shall not exceed any aircraft or imposed pilot limitation or restriction. Shall maintain current single engine airplane land instrument rating. Shall submit a copy of pilot and medical certificates to the Supervising Ranger or Superintendent II within ten working days following renewal/reissue. Cross-country flights that require the pilot to fly outside of the area will be required in order to maintain proficiency.
20%	Facility and Equipment Maintenance Conduct daily maintenance and equipment checks on airplanes. Maintain and update maintenance records on airplanes, airplane cameras, drones, and vehicles and submit repair requests when needed. Facilitate 50-hour, 100-hour and annual airplane inspections. Observe and report to appropriate staff, situations requiring facilities maintenance and assist with the maintenance and repair of miscellaneous equipment in employee and visitor facilities. Maintain a clean, safe, working area, and perform minor maintenance duties when necessary to keep park areas safe. Remediate and/or report environmental hazards to ensure public and employee safety.
15%	Administration Maintain required public safety and visitor services training, participate and/or present in-service training at the district level for a variety of topics such as but not limited to; range, defensive tactics, interpretive techniques, visitor services, and public safety. Prepare monthly time worked and absence reports and assist in administrative functions relating to Personnel and Accounting when necessary. Prepare and review correspondence. Assist in developing and submitting budget requests. Maintain all records related to aviation training and certifications.
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	
Incumbent will be required to work in an airplane enforcing state laws related to illegal cannabis cultivation on state park property. Extensive travel will be required for this position.	
TELEWORK DESIGNATION	
This position is designated as: (Check one)	
☐ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☒ Not Telework Eligible	
SPECIAL REQUIREMENTS:	
Possession of a Valid Class "C" Driver's License, a Commercial Pilot Certificate for Airplane Single Engine Land, Instrument Rating.	

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