

Classification Senior Environmental Scientist (Supervisory)	Position Number 814-200-0764-283	Location Sacramento
Division/Branch Enforcement Headquarters Branch	Supervisor's Classification Environmental Program Manager I (Supervisory)	Collective Bargaining Identification Designation (CBID) S10
Conflict of Interest Disclosure: ☒ Yes ☐ No	Incumbent (If filled) Vacant	

☒ **Job requires driving automobile:** In this position, the incumbent may, as needed, drive a state vehicle for work purposes.
(Employee must complete DPR-034, Request for Driver Record Information).

SUPERVISORY RESPONSIBILITIES
(Check One)

☐ Managerial ☒ Supervisory ☐ Lead Person ☐ None

Direct Supervision Exercised:		Indirect Supervision Exercised:	
No. of Employees	Classification Title	No. of Employees	Classification Title
4	Environmental Scientist		

I have read and discussed these duties with my supervisor.

Employee Signature	Date

I certify that the DPR-217 accurately represents the duties and responsibilities of the position.

Supervisor Signature	Date

Description of Duties (*Attach additional sheets, if necessary, and identify position information*)

Summarize the regularly assigned duties of the position by percentage in descending order. Do not combine distinct activities into a single percentage. Descriptive information should reflect variety and complexity of duties through: supervision exercised and/or received; responsibility for decision making and consequence of error; analytical requirements; special knowledge; skills or abilities required; level, type and frequency of public contact; and unusual working conditions (i.e., field work, bilingual services, etc.); and physical requirements (physical demands, environmental demands).

Percent of Time	Activity
30%	Under the general supervision of the Environmental Program Manager I (Supervisory), the Senior Environmental Scientist (Supervisory) plans, directs, and administers components of complex statewide pesticide regulatory programs. Coordinates and provides support and guidance to technical scientific regulatory staff. Coordinates activities that have a statewide impact such as developing regulations and permit conditions, interpreting laws and regulations and determining statewide consistency in their implementation. Ensures program effectiveness by evaluating statewide enforcement actions, serve as liaison with other programs and agencies, and implement management techniques to create positive change in branch operations. Collaborate with and provide guidance to County Agricultural Commissioners. <u>ESSENTIAL FUNCTIONS:</u> Coordinates and directs technical scientific staff conducting enforcement and regulatory analyses, identifying emerging trends, and recommending program and policy actions to enhance statewide enforcement effectiveness and consistency. Determines when State-level enforcement of pesticide use violations is appropriate and oversees the review of complex or sensitive enforcement cases; coordinates case referrals between the Office of Legal Affairs, County Agricultural Commissioners, and Regional Offices. Works collaboratively with Regional Offices, technical staff, and other DPR programs to support analysis and implementation of environmental and human-health initiatives and policies. Provides direction and guidance to ensure consistent interpretation and implementation of federal and State pesticide laws, regulations, and enforcement policies statewide.
30%	Plans, organizes, and directs staff conducting all aspects of the Repeat Residue Offender Program including supervising field staff conducting marketplace sampling at facilities that sell fresh produce statewide; ensures consistent identification, tracking, and enforcement response for producers or entities with repeated pesticide residue violations; works in collaboration with other branches to oversee evaluation of residue cases; ensures appropriate escalation to Office of Legal Affairs; and conducts corrective actions.
20%	Evaluates and monitors staff performance; responds to and provides guidance on employee relations; evaluates annual staff training plans for effective staff development; completes staff performance evaluations and probation reports; recruits and hire new staff; guides succession planning efforts; monitors staff for observance of branch and departmental policies; prepares and reviews personnel transaction documents; assists in the development of the Branch operational plan and budget; and participates in creating strategic goals consistent with the Department's mission.
15%	Represents the branch and communicates State and federal laws, regulations, and policies to the public, regulated industry, counties, State and federal agencies, the legislature, and the press. Communication activities include responding to complex inquiries; giving presentations; attending meetings with industry, other branches, agencies, and interest groups; serving on interagency, federal, state, departmental, county and industry/stakeholder work groups and committees to provide enforcement program context, perspective and transparency.
5%	<u>MARGINAL FUNCTIONS:</u> Performs other duties as required and appropriate for this classification.

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Percent of Time	Activity
	<u>WORKING CONDITIONS:</u> The incumbent will work in a single-floor building, under artificial lighting. Occasional travel, including by automobile or by air, may be required to different parts of the states. Trips may be overnight and include multiple trips within a month. <u>CRITICAL JOB COMPETENCIES:</u> Collaboration: develops, maintains, and strengthens relationships while working together to achieve results. Fosters mutually beneficial relationships by creating collaborative networks to achieve organizational goals. Ensures alignment with vision and strategic goals. Builds and maintains mutually beneficial relationships by working collaboratively with stakeholders, diverse groups or teams. Team Leadership: Proactively solicits participation from team and stakeholders to create a positive and supportive environment; manages conflicts effectively; knows when to escalate issues. Leads teams in tackling challenges; provides frequent and candid performance feedback to close gaps; celebrates successful performance. Develops innovative approaches to address inefficiencies and streamline complex situations Communication: Demonstrates commitment to listening by seeking multiple sources of input, confirming understanding, and taking appropriate actions. Clearly communicates program objectives, performance, and process to teams, supervisors, and leaders; shares key points with stakeholders and other parties Self-Motivation, Optimism, Sustained Commitment, Perseverance, and Patience: demonstrate a bias toward optimism and maintain sense of humor; retain stamina and bounce back from setbacks; view mistakes as opportunities for growth/positive learning experiences; and empower yourself first and then your staff. Decisiveness: make decisions in a decisive and timely manner; accept accountability for decision; perceive impact and implications of decisions; take action consistent with available facts, constraints, and probable consequences; enable others to succeed and make decisions for themselves. Coaching/Mentoring/Continual Learning: accurately assess strengths and development needs of employees and give timely performance feedback to maximize probability of success; seize coaching opportunities and align with organizational objectives; pursue self-development; build trust and rapport necessary for effective coaching/mentoring; strive to build a staff of future leaders, not followers. Ethics/Integrity: create culture of trusting relationships; promote organization vision and values through ethical leadership principles. Conflict Resolution: recognize dissatisfaction among direct reports and deal with conflict in a timely manner; turn conflict into opportunity for success. Problem Solving: anticipate problems and encourage a culture of proactive problem solving.