

DUTY STATEMENT

DFW 242A (REV. 07/18/22)

Department Statement:

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE Central Region 4	POSITION NUMBER (Agency-Unit-Class-Serial) 565-441-0762-015
UNIT NAME AND LOCATION Inland Fisheries, Fresno	CLASS TITLE Environmental Scientist
INCUMBENT vacant	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-441-0762-015
BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the direction of the Region's Inland Fisheries Senior Environmental Scientist (Supervisory), the Environmental Scientist performs a variety of professional scientific office and field work primarily in the Southern Fisheries District comprised of Tulare, Kern, and Kings Counties, and assist the Inland Fisheries Unit Region-wide. Incumbent independently performs environmental (fishery) resource management analysis, research, surveys, investigations, and studies; writes final reports; prepares regulatory and compliance documents; prepares non-routine correspondence and answers non-routine questions from the public. Incumbent provides consultative advice to various governmental entities and agencies. Incumbent shares responsibility for the fishery on the Kern Plateau including Little Kern Golden trout, Kern River Rainbow trout, and California Golden trout.	

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
35%	ESSENTIAL FUNCTIONS: Monitoring and Research: As the South District fisheries lead, conducts fishery studies, fish rescues, fish die-off investigations, fish population surveys (i.e. visual, e-fishing, snorkeling, and/or red surveys), exotic fish species and/or aquatic invasive species removals, water quantity/quality measurements, and site visits to evaluate site specific habitat conditions. Additionally, provides oversight for the aquatic species on the Kern Plateau and managing any associated grants or contracts. Drive a State vehicle for work tasks and maintain a valid driver's license.
25%	Coordination and Regulatory Compliance: Coordinates monitoring and assessment activities with regional and Fisheries Branch staff, local governmental agencies and water management districts, Forest Service, Pacific Gas and Electric (PG&E)/Southern California Edison (SCE), and other partners. Provides input on Fisheries Management Plans, California Environmental Quality Act (CEQA) technical consultation, and implementation of recovery activities. Coordinates and ensures compliance with private stocking permits, aquaculture registrations, and scientific collecting permit applications (i.e. pre-stocking evaluations, Geographic Information System (GIS), Biogeographic Information and Observation System (BIOS), reference search, surveys, etc.). Attends various public meetings to advocate fisheries management concerns and works with stakeholders as needed. Provides CDFW's Streambed Alteration Program staff with expertise on 1600 applications to avoid significant fisheries impacts. Assists CDFW's Law Enforcement Division staff in aquatic species kill events (i.e. F&GC Section 5650 issues etc.). Reviews/proposals and relevant angling regulation proposals.
25%	Reporting and Data Management/Data Analysis: Responsible for data compilation, and analysis for CDFW monitoring. Responsible for overseeing that data for fish population,

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	habitat, and/or watershed surveys are correctly entered in Department databases. Performs data analysis and provides written summaries and/or reports for periodic reporting to internal and external interested parties. May, at their supervisor's approval and discretion, be a lead or assist in preparing larger statewide reports, scientific journal articles, posters, and/or give oral presentations directly related to various pertinent fisheries management work. Responsible to ensure that databases are kept up to date and that data included in CDFW databases has been vetted through a rigorous quality assurance/control process. 5% Training and Safety: At their supervisor's approval and discretion, may attend training and professional seminars to update technical skills including salmonid population estimation, habitat usage, habitat quantification, monitoring protocols, restoration methods, and fieldwork safety. May prepare and conduct training and institute safety rules and procedures for regional field crews as needed. 5% Administration: Performs administrative duties such as completing and submitting Attendance Reports, Travel Expense Claims, Mileage Logs and other Department required and assigned paperwork. Completes purchase requests as needed. Responds to media contact requests as needed/requested, searches fishery files for pertinent data/information in response to public information requests, testifies as needed at State/Regional Water Board hearings, and maintains fishery management equipment to ensure effective/efficient use and reliability when needed. 5% <u>NON-ESSENTIAL FUNCTIONS:</u> Assist other members of the Inland fisheries unit or assist in conducting Department identified high priority work as necessary or as time allows. Special Personal Characteristics: Demonstrate ability to work independently, to think creatively to solve and trouble-shoot problems, to be flexible, to act responsibly in conducting work, and to understand the importance of safety on the job. Enjoy working outdoors in remote locations, comfortable in wilderness setting, and a desire to protect and restore fish species and their habitats. Interpersonal Skills: Demonstrate ability to coordinate with other staff, potential monitoring partners and communicate effectively. Ability to lead or assist a team with calm and steady direction. WORKING CONDITIONS: Requires incumbent to be able to work in remote mountainous terrain, hike extended distances on multi-day backcountry trips. In order to complete the essential functions of this position the following activities are required: 1. Work and drive in inclement weather. 2. Lift at least 45 pounds. 3. Work flexible hours (day and night) especially during field season, including weekends to respond to changing weather conditions, to monitor and move equipment, and conduct field surveys. 4. Use a computer several hours a day which involves sitting most of the time, but may include walking or standing for brief periods. 5. Travel overnight (sometimes for multiple nights) up to 10%.

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SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
PRINT SUPERVISOR'S NAME	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. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.		
PRINT EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE