

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 TBD E-FB 25-033
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DFW DIVISION/BRANCH/REGION/OFFICE Fisheries Branch	POSITION NUMBER (Agency-Unit-Class-Serial) 565-033-0765-050
UNIT NAME AND LOCATION Fish Production and Distribution West Sacramento, Yolo County	CLASS TITLE Senior Environmental Scientist (specialist)
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the supervision of the Wildlife and Fisheries Division - Fisheries Branch - Fish Production and Distribution Unit Senior Environmental Scientist Supervisor in West Sacramento, lead and coordinate implementation of genetic analytics for use in anadromous fisheries management. Coordinate complex monitoring programs and reporting across Department functions and external partner agencies. Design workflows for collection of genetic samples, monitoring, data and tissue collection and reporting. Design study methodologies to meet several fisheries management objectives, including parentage-based tagging, cohort reconstruction and integration with existing programs such as constant fractional marking and ocean fisheries, inland fisheries, escapement and emigration monitoring.	
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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.)
30%	<u>ESSENTIAL FUNCTIONS:</u> Coordination: Serve as the Department's Statewide Parentage Based Tagging (PBT) Coordinator tasked with collaboratively designing and implementing monitoring plans to evaluate Chinook Salmon life stage release diversification and release strategies, as well as, hatchery and natural contributions to adult abundance in ocean recreational and commercial fisheries, inland recreational fisheries, and escapement to natural spawning grounds and at state and federally operated anadromous hatcheries. Coordinate sampling of hatchery broodstock collection and assist hatcheries in developing strategies for tracking and documentation. Coordinate internally with other Department programs and regions and externally with other state and federal partners including the United States Fish and Wildlife Service, the National Marine Fisheries Service, the California Department of Water Resources, and non-government organizations in the collection of genetic tissue samples and dissemination of samples to various genetic laboratories. Occasional travel (up to 5%), including some overnight or multi day travel operating Department vehicles to remote locations when working with hatcheries, in the field, or to present at conferences or workshops.
25%	Technical: Participate in interagency and stakeholder working groups to provide technical expertise on the evaluation of hatchery release strategies of unmarked fry with prioritization on evaluating impacts to existing monitoring programs. Translate and distribute genetic analytics derived from the Department's Genetic Research Laboratory for the use in hatchery and fisheries management. Synthesize and analyze data using statistical software to test hypotheses and evaluate sampling and design bias.
25%	Data management: Serve as the product owner and developer of databases for long-term data storage, sharing genetic data and results of genetic analytics pertaining to fisheries management. Work with a Division of Data and Technology Information Technology Specialist to provide database

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15%	business requirements for PBT in fishery monitoring and reporting, develop data analytics, and dashboards to distribute results and promote connectivity between various data systems. Work with internal and external genetic laboratories and state and federal partners on data sharing strategies and develop data sharing agreements. Develop data management plans following the Department's Scientific Data Management Governance Policy. Conduct data quality checks and implement data assurance procedures on samples collected in the fisheries and escapement monitoring. Reporting: Disseminate results linking genetic analytics with fisheries estimates/data through presentations, project performance reports, technical reports, and annual reports. May author peer review studies using PBT or other genetic analytics relating to anadromous life history, population genetics, or fisheries management. <u>NON-ESSENTIAL FUNCTIONS:</u> Perform administrative tasks, including tracking of time worked and scheduling and attending check-ins with the Senior Environmental Scientist Supervisor; attend career development and training programs, as well as, seminars as appropriate to contribute to the achievement of Fisheries Branch's goals and objectives. <u>WORKING CONDITIONS:</u> • Position is primarily focused on data analyses and management, both of which often require sitting for long periods of time and maintaining a high level of attention to detail. Work several hours in an office setting (both standing and sitting). Work several hours on a computer. • Typical working hours are 8:00 AM-5:00 PM Mon-Fri. Occasional fieldwork and time sensitive projects may require travel outside of normal business hours. • Occasional travel (up to 5%), including some overnight or multi day travel operating Department vehicles to remote locations when working with hatcheries, in the field, or to present at conferences or workshops. • Possession of a valid State Driver's License is required. • Telework available in compliance with Department policies.		
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.			
PRINT SUPERVISOR'S NAME Mike Brown		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