



Classification: Research Scientist Staff
Position Number: 880-250-5594-XXX

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 25-250-166	Classification Title: Research Scientist Staff	Position Number: 880-250-5594-XXX
Incumbent Name: VACANT	Working Title: Research Scientist Staff	Effective Date: August 2026
Tenure: Permanent	Time Base: Full Time	CBID: R10
Division/Office: Division of Water Quality		Section/Unit: Sustainable Water Plans and Policies I/Ocean Standards Unit
Supervisor's Name: Kat Faick		Supervisor's Classification: Senior Environmental Scientist, Supervisory

Human Resources Use Only:

HR Analyst Approval: *Kathleen Hill*

Date: August 4, 2026

General Statement

Under the general direction of a Senior Environmental Scientist and consistent with good customer service practices and the goals of the State Water Resources Control Board (State Water Board) and Regional Water Quality Control Board's (Regional Water Board) Strategic Plans, the incumbent is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.

Position Description

The Research Staff Scientist is responsible for advising and evaluating highly specialized and complex scientific research and for developing water quality control plans and policies, or amendments thereof, to protect ocean water quality, marine life and habitat, and public health. The Research Scientist Staff is expected to work independently, communicate effectively, manage multiple tasks and assignments, and become proficient in administering the public review and board adoption process.

Essential Functions (Including percentage of time):

30%	Develop and prepare amendments to statewide water quality control plans and policies, such as the Water Quality Control Plan for Ocean Waters of California (California Ocean Plan), for the State Water Board's consideration of adoption. Conduct project scoping, prepare project charters, and develop issue papers. Apply scientific methods and principles to research,
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	analyze, and evaluate biological, chemical, and physical aspects of water quality, and to assess potential regulatory solutions. Evaluate the adequacy of scientific research and study designs and provide accurate analysis of scientific research findings. Make complex scientifically based determinations and formulate recommendations for management and State Water Board members on the development and designation of beneficial uses of ocean waters, appropriately protective water quality objectives, implementation programs, and exceptions to ensure the continued protection of ocean water quality.
30%	Act as a subject matter and scientific technical expert. Support internal and external customers by communicating and providing scientific guidance on issues related to water quality, oceanography, marine biology, chemistry, and related subjects. Consult and advise research scientists on the development of research and environmental modeling studies with highly-developed scope and complexity. Represent the State Water Resources Control Board, promote partnerships, and facilitate collaboration by participating in technical, intra-agency, and inter-agency committees and working groups.
20%	Administer the public review and State Water Board adoption processes, as required, including preparing and coordinating the review of environmental documents (e.g., staff reports, mitigated negative declarations, etc.), public notices, responses to public comments, presentations, administrative records, and other necessary documentation. Prepare and deliver briefings and public presentations. Prepare project schedules and apply project management methods to ensure effective project coordination, track tasks and assignments, and meet project deadlines.
15%	Represent the Water Boards in outreach and engagement efforts across the state in-person and virtually, including giving presentations, facilitating meetings and workshops, and conducting Tribal consultations. Conduct community and Tribal outreach and engagement, establish and maintain partnerships, and foster open communication for voices from historically underserved and disadvantaged communities, including conducting outreach and analyses and developing findings consistent with Water Code section 13149.2. Conduct programmatic assessments and identify actions to implement the Water Board's Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution, and Climate Change Resolution in developing, amending, and implementing water quality control plans and policies. In cooperation with the Communications Office and the Office of Public Participation develop talking points, presentations, and outreach material for members of the media and the public. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions.
Marginal Functions (Including percentage of time):	
5%	Perform other duties as required.



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Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. The job requires the ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents.

Typical Working Conditions:

The incumbent works remotely or on the 15th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. Regular hybrid telework may occur as part of the incumbent's ongoing regular schedule in accordance with the California Environmental Protection Agency Telework Policy and Procedures. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work, is rare but may be necessary during critical project phases or when the department is mission tasked. Travel is occasionally required locally and within the state.

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 a copy of this duty statement.

Supervisor Name	Supervisor Signature	Date
Employee Name	Employee Signature	Date