



Classification: Water Resource Control Engineer
Position Number: 880-300-3846-072

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 26-300-006	Classification Title: Water Resource Control Engineer	Position Number: 880-300-3846-072
Incumbent Name: Vacant	Working Title: Water Resource Control Engineer	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: R09
Division/Office: Division of Water Rights		Section/Unit: Drought Planning, Hearings and Special Projects Section, Hearings and Special Projects Unit
Supervisor's Name: Abbey Warner		Supervisor's Classification: Senior Supervising Environmental Scientist

Human Resources Use Only:	
HR Analyst Approval: <i>Rebecca Ramirez</i>	Date:

General Statement
Under close supervision of a Supervising Senior Environmental Scientist and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, 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
This position offers a unique and challenging opportunity to contribute to the development and implementation of a wide variety of long-term initiatives, projects, and programs designed to assist with complex and controversial water right hearings and adjudicatory proceedings as well as permitting actions before the State Water Board and to improve the efficiency and efficacy of the State Water Board's Division of Water Rights' drought planning and management actions.



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Essential Functions (Including percentage of time):

35%	Provide technical engineering expertise to the Board and other members of a multidisciplinary team before, during, and after administrative hearings. Collaborate with scientists, geologists, and attorneys to determine the engineering-related issues that will be heard by the Board; prepare documents for water right hearings; analyze evidence in the hearing record; brief State Water Board members on engineering matters related to water right hearings; collaborate with staff in the Unit, Division, and Board during the review and preparation of environmental documents required to satisfy California Environmental Quality Act and Board requirements; cross-examine expert witnesses on engineering-related matters; prepare draft State Water Board decisions and/or orders, including findings on engineering-related matters; communicate with and respond to comments made by the public regarding draft decisions and/or orders; maintain administrative records for water rights proceedings consisting of paper and electronic libraries of evidence; and present decisions and/or orders to the Board for adoption. Throughout the process, communicate with water right stakeholders, technical consultants, elected political officials, executive management, and Board members. Plan and conduct complex water use and water right studies and prepare technical scientific reports and analyses to support important Board decisions and orders. Facilitate the compliance of water right holders with adopted Board decisions and orders by reviewing compliance plans, water diversion and use reports, as-built reports, and other documents; conducting site visits; and coordinating with stakeholders, such as the California Department of Fish and Wildlife and other water right holders.
35%	Work as part of a multidisciplinary team to coordinate statewide drought planning and management efforts by developing and implementing robust hydrologic models, integrating remote sensing techniques, and pursuing other methods necessary to estimate water use and availability. Assist in the planning and management of periodic drought conditions in the Sacramento-San Joaquin Delta watershed through the development and implementation of analytical and data visualization tools. Develop and implement State Water Board orders and regulations regarding water unavailability analyses, water right curtailments, minimum instream flow requirements, and other drought-related topics. Conduct critical drought communications by preparing and presenting technical information to audiences of varying levels of expertise at Board workshops and webinars and through the preparation of written outreach materials or informational videos. Consider and respond to comments from stakeholders regarding Board and Division actions and facilitate collaborative alternatives to curtailments among diverters, such as voluntary agreements.
20%	Act as the engineering staff expert on special projects and assignments in support of various programs, initiatives, and efforts within the Division of Water Rights, such as permitting, enforcement, petition, registration, and Bay-Delta program efforts. Develop analytical tools,



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	policies, regulations, technical staff reports, and other work products in support of these programs. Conduct field investigations related to water diversions, water use, or instream flows and prepare specialized reports. Process sensitive, complex, and high priority water right applications and petitions, involving the evaluation of water availability, instream flow needs, and impacts on fish and wildlife, other legal users of water, and the public interest.
Marginal Functions (Including percentage of time):	
5%	Respond to general water right inquiries from the public.
5%	Perform other duties as required.
Typical Physical Conditions/Demands:	
Extensive use of a personal computer and the ability to sit/stand at desk for long periods of time, utilize a phone and a keyboard for extended periods of time during core office hours. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Moving about the office and standing or sitting during in person meetings.	
Typical Working Conditions:	
The incumbent works on the 14th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Travel may be 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 Statement		
Employee Name	Employee Signature	Date