



Classification: Senior Environmental Scientist
(Supervisory)
Position Number: 880-190-0764-003

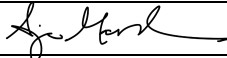
DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

RPA Number: 26-190-017	Classification Title: Senior Environmental Scientist (Supervisory)	Position Number: 880-190-0764-003
Incumbent Name: Vacant	Working Title: Wetlands and Riparian Protection Unit Supervisor	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: S10
Division/Office: California Regional Water Quality Control Board, San Diego Region (9)		Section/Unit: Surface Water Protection Branch / Wetland and Riparian Protection Unit
Supervisor's Name: Eric Becker		Supervisor's Classification: Supervising Water Resource Control Engineer (Supervisory)

Human Resources Use Only:

HR Analyst Approval: 

Date: 08/11/2026

General Statement

Under the general direction of a Supervising Water Resource Control Engineer (Supervisory) (Supervising WRCE) and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, the Senior Environmental Scientist (Supervisory) 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

As the supervisor of Wetland and Riparian Protection Unit, the Senior Environmental Scientist (Supervisory) is responsible for planning, organizing, and directing the activities of a unit of multi-disciplinary San Diego Water Board technical staff. The Wetland and Riparian Protection Unit is charged with administering and enforcing programs pertaining to the regulation of dredge and fill material discharges under Clean Water Act section 401 water quality certifications and/or waste discharge requirements.



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Essential Functions (Including percentage of time):

35%	Responsible for the direct supervision, development, and training of staff. Plan, organize, prioritize, and direct the activities of a unit of multi-disciplinary San Diego Water Board technical staff charged with administering and enforcing programs pertaining to the regulation of dredge and fill material discharges under Clean Water Act section 401 water quality certifications and/or waste discharge requirements. Provide technical and procedural direction; develop and achieve program goals and commitments; and act in responsible charge of scientific work involved in the review of scientific reports. Coordinate various activities within the Wetland and Riparian Protection Unit and with other units of the San Diego Water Board. Evaluate employee performance and prepare timely annual Performance Assessments Summary report for all unit staff. Provide employee recognition or initiate preventative, corrective or disciplinary action, as appropriate. Prepare and oversee implementation of Individual Development Plans (IDP) for unit staff requesting IDPs. Work to expand employee and organizational skills to efficiently provide consistently high-quality work products and customer service and ensure employees comply with agency workplace policies. Oversee preparation of San Diego Water Board meeting agenda items and presentations. Ensure written work projects are timely, complete, well written, technically sound, and meet the San Diego Water Board general employee expectations, Surface Water Protection Branch expectations, and writing style guide. Ensure staff presentations are logical, accurate, and clear. Ensure staff follow the agency's health and safety procedures and participate in health and safety training programs.
25%	Develop and implement program work plans. Ensure water quality certifications and/or waste discharge requirements are timely and appropriate, database systems are updated as appropriate, and that project documents are accurately indexed in the electronic content management system for storage and retrieval. Participate in budget preparation and control activities, track expenditures, prepare program status and progress reports, and review and comment on guidance, program, and proposed legislation documents. Attend and contribute to program manager meetings and statewide roundtables. Participate in and lead inter-branch multi-disciplinary work groups on Practical Vision projects and other projects. Incumbent shall be accountable to the Surface Water Protection Branch, Supervising WRCE (Supervisory) for Wetland and Riparian Protection Unit program goals and commitments.
20%	Serve as a staff expert in scientific matters and principles pertaining to the interpretation and implementation of State and federal water quality control laws, regulations, and policies, pertaining to the discharge of fill and dredged material to all waters of the State, including wetland and riparian areas. Provide thorough technical review of work products. Provide technical oversight of the review of certification applications, reports of waste discharge and technical reports; preparation of water quality certifications, waste discharge requirements and waivers; review of environmental documents; evaluation of compensatory mitigation plans for offsetting project impacts; enrollment of dischargers in state-wide permits and waivers; preparation of monitoring programs and evaluation of monitoring reports; performance of compliance inspections; and evaluation of the need for, and preparation of enforcement orders. Provide technical scientific expertise in supervising the evaluation of project,



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	urbanization, hydromodification, and climate induced changes to all waters of the State including wetland and riparian areas. This includes, but is not limited to, effects on stream morphology, hydrology, channel form, water quality, sediment supply, habitat and ecology and their interaction in supporting habitat dependent and other beneficial uses. Participate in field investigations at sites where toxic and hazardous materials are stored or discharged.
10%	Participate and communicate effectively in teleconference, audiovisual, and face-to face meetings with technical consultants, dischargers, attorneys, governmental agencies, news media, and the public in the San Diego Water Board office and other locations. Meetings may involve overnight travel. Use professional scientific knowledge and judgment to clarify and interpret San Diego Water Board policy and objectives to unit staff, San Diego Water Board staff, Regional Board Members, dischargers, and the public. Represent the San Diego Regional Board before other boards, agencies, and groups in a professional manner. Prepare and assist staff with preparing and delivering logical, comprehensible, and convincing written and oral presentations at public hearings and other meetings of the San Diego Water Board, State Water Board, and other local, State, and federal agencies. Answer a variety of inquiries during informal face-to face meetings in the San Diego Water Board office during drop-in visits by the public and regulated community.
Marginal Functions (Including percentage of time):	
5%	Maintain water quality and facility data in statewide databases, electronic content management systems and respond to public records act requests. Ensure that project documents are indexed in the electronic content management system. Ensure that database systems are updated; for example, in the California Integrated Water Quality System (CIWQS), California Environmental Data Exchange Network (CEDEN), Storm Water Multiple Application and Report Tracking System (SMARTS), and Geotracker. Maintain accurate San Diego Water Board water quality related webpages.
5%	Perform other duties as required.
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. This job also requires retrieval and carrying of documents and/or files of up to 15 pounds. The job requires field inspections and tours and the ability to navigate uneven, rugged terrain for extended periods of time in extreme temperatures throughout the workday. The job also requires the ability to transport field equipment.	



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Typical Working Conditions:

The Senior Environmental Scientist works on the 2nd floor of an office building in the Mission Valley area of San Diego in an enclosed office cubicle, in a smoke-free environment. The work schedule is Monday through Friday. Alternate work schedules and telework may be available following a probationary period based on the operational needs of the San Diego Water Board. In-person attendance is required at the San Diego Water Board office. Local and statewide travel may be required.

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