



Classification: Environmental Scientist
Position Numbers: 880-190-0762-055; 880-190-0762-010

DUTY STATEMENT

☐ CURRENT

☒ PROPOSED

RPA Number: 26-190-018 26-190-022	Classification Title: Environmental Scientist	Position Number: 880-190-0762-055 880-190-0762-010
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R10
Division/Office: California Regional Water Quality Control Board, San Diego Region		Section/Unit: Surface Water Protection Branch / Wetland and Riparian Protection Unit
Supervisor's Name: Vacant Eric Becker (Interim)		Supervisor's Classification: Senior Environmental Scientist (Supervisory) Supervising Water Resource Control Engineer (Supervisory)

Human Resources Use Only:

HR Analyst Approval:  **Date:** 08/11/2026

General Statement

Under the close supervision of Senior Environmental Scientist (Supervisory) and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, the Environmental Scientist 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

In the Wetland and Riparian Protection Unit, the Environmental Scientist is responsible for 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.

Essential Functions (Including percentage of time):

40%	Using scientific methods and principles, and in accordance with San Diego Water Board and State Board plans, policies and procedures, perform tasks necessary to regulate dredged and fill material discharges to state waters. Review applications for dredge and/or fill permits for accuracy, completeness, and consistency with statutory, regulatory, and other policy requirements. Work cooperatively with Dischargers to obtain a complete permit application in a timely manner. Collaborate with San Diego Water Board staff to develop enforceable permits or certifications for dredge and fill activities to ensure projects will not exceed water quality objectives and will be implemented in accordance with relevant requirements. Meet both the San Diego Water Board's general employee expectations and the Surface Water Protection Branch employee expectations.
20%	Provide guidance to Dischargers at all stages of project planning and implementation regarding compliance with State and federal environmental laws, regulations, and policies. Provide direction to Dischargers on Statewide dredge and/or fill regulation compliance, advance mitigation, fish passage, and other wetland initiatives. Participate in early consultation, including participation in project development teams and field review teams in coordination with applicants.
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. Appear or testify as an environmental scientist to clarify and interpret Water Board policy and objectives. Prepare for and make logical, comprehensible, and accurate written and oral presentations at public hearings and other meetings of the San Diego Water Board, and other federal, State, and local agencies. Answer a variety of inquiries in informal face-to-face meetings in the Water Board office during drop-in visits by the public and regulated community.
10%	Review submitted reports and conduct field inspections regionwide as needed to determine compliance with project permits. Working with management, other San Diego Water Board staff, and the Compliance Assurance Unit, to develop and implement enforcement actions as necessary. Utilize technology to assist in conducting field inspections and documentation.
10%	Analyze, manage, and report program information including records required to substantiate compliance with interagency agreements and other contracts. 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 border water quality related webpages.



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Marginal Functions (Including percentage of time):

5%	Proficiently practice aquatic resources assessments, such as California Rapid Assessment Method (CRAM) and wetland delineation. Participate in ongoing training, either as a student or instructor, as appropriate.
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, materials, 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.

Typical Working Conditions:

The 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, including overnight travel.

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