



Classification: Student Assistant
Position Number: 880-260-4870-903

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 26-260-008	Classification Title: Student Assistant	Position Number: 880-260-008
Incumbent Name: Vacant	Working Title: CannaVision Research Assistant	Effective Date: TBD
Tenure: Temporary	Time Base: Intermittent	CBID: E
Division/Office: Office of Enforcement		Section/Unit: Cannabis and Strategic Enforcement Section
Supervisor's Name: Michael Buckman		Supervisor's Classification: Environmental Program Manager I

Human Resources Use Only:

HR Analyst Approval: *Rebecca Ramirez*

Date:

General Statement

The Water Boards values diversity, equity, and inclusion throughout the organization. We foster an environment where employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees is essential to inspiring innovative solutions. Together we further our mission to preserve, enhance, and restore the quality of California's water resources and drinking water for the protection of public health, the environment, and all beneficial uses, and to ensure proper water resource allocation and efficient use, for the benefit of present and future generations. Join the Water Boards to improve the lives of all Californians.

Position Description

Under the general direction of the Environmental Program Manager I in the Cannabis and Strategic Enforcement Section 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. The Student Assistant works on a variety of sub-professional tasks related to water quality research, including data annotation, geospatial analysis of model outputs, and presentation of information. Knowledge of geographic information systems (GIS) is necessary for the incumbent to be successful in the position. Please see the duties and responsibilities below.



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Essential Functions (Including percentage of time):

35%	Conduct research to improve the CannaVision model and Cannabis Identification Prioritization System (CIPS) and their performance. Research may include assessment of CannaVision model and CIPS accuracy and error rates; evaluation of model parameters to optimize performance and to evaluate performance over time with progressive model versions; and assessment of the supervised learning process for opportunities for growth towards self-supervised learning (SSL).
35%	Assist in the analysis of the Cannavision model and CIPS outputs using GIS, Python, and/or R programming languages. Analysis may include but not be limited to preparing datasets, executing model runs, reviewing outputs for quality, and comparing automated results with manual review methods.
15%	Support cross-agency coordination and reporting for Cannavision and CIPS by preparing summary materials, maps, and visualizations for Water Boards staff, program management, and partner agencies such as CDFW. Duties include synthesizing results with landscape-level datasets, documenting discrepancies or insights from partner feedback, and contributing to workflow improvements for future model iterations.
10%	Assessment of satellite imagery annotation using the Computer Vision Annotation Tool (CVAT); reviewing the work of other annotators and providing feedback on data quality; tracking progress of annotator tasks.

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 for long periods of time, utilize a phone and a keyboard for extended periods of time.

Typical Working Conditions:

The incumbent will work from home with the option of coming into any Water Boards office, which includes enclosed, non-windowed office cubicles 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.



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Supervisor Name	Supervisor Signature	Date
Employee Name	Employee Signature	Date