

DUTY STATEMENT

SO-92 (Est. 12/2025)

☐	Current
☒	Proposed

Classification / Working Title Veterinarian Specialist (General)	Employee Name
Position Number 014-118-0176-002	Supervisor Name / Classification Dr Edith Marshall / Research Scientist Supervisor II
Division / Branch / Unit Animal Health and Food Safety Services / Antimicrobial Use and Stewardship	Effective Date
Collective Bargaining Unit Identifier (CBID) R10	Work Week Group (WWG) E
Tenure Permanent	Timebase Full Time
Physical CDFA Headquarters Location 1220 N Street, Sacramento, CA 95814	Division / Program Hyperlink https://www.cdfa.ca.gov/AHFSS/AUS/
As an employee of the California Department of Food and Agriculture (CDFA), we are stewards of public resources, we operate in a transparent, authentic, and ethical manner and are accountable for our actions. We expect true, open partnership with our colleagues within CDFA and with our partners outside of CDFA. We demonstrate courtesy, dignity, compassion, and consideration in every interaction. Together, we strive to create a workplace and implement programs that promote diversity, equity, belonging, and accessibility. We base our vision for the future and our everyday decisions on fair, objective measures and cutting-edge science.	
Division / Branch / DAA Information: Antimicrobial Use and Stewardship (AUS) is a statewide program intended to promote actions that will slow the development of resistant bacteria associated with livestock and poultry that have negative public and animal health impacts. The program gathers data and develops studies related to medically important antimicrobial sales and usage, livestock management practices, and trends in antibiotic resistance associated with farm animals and animal products. Additionally, AUS works with subject matter experts to develop antimicrobial stewardship tools and best animal management practices that mitigate the development of antimicrobial resistance while maintaining health outcomes.	
Position Identification: Under the general guidance of the Research Scientist Supervisor II (RSSII), the Veterinarian Specialist (Specialist) plans, organizes, coordinates, and directs activities related to the State's antimicrobial use and resistance monitoring program. The Specialist will be responsible for overseeing studies of on-farm antibiotic use, husbandry, health outcomes, sustainability, and resistant pathogens. The incumbent may act as a lead in one or more programs or functions that provide technical assistance to local veterinarians. The incumbent will act as lead over and be responsible for providing technical guidance and training to lower-level professional and support staff. The incumbent will consult and advise the RSSII regarding monitoring and, as needed, other aspects of the program. The incumbent must be able to establish and maintain effective working relationships with associates, industry partners and the public; accurately analyze situations; take effective actions based on sound analysis; make appropriate decisions and recommendations; work independently to complete assignments to a high standard of quality; work well under pressure; meet required deadlines; and effectively communicate in speech, presentations, and writing.	
Special Requirements: ☐ Conflict of Interest Filer (Form 700) ☒ California Driver's License ☒ Medical Clearance	

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☒ License / Certificate Required	☐ Travel Required over 10% - Employer Pull Notice (EPN) Required
☐ Bilingual: Pass a State written and/or verbal proficiency exam in _____	☐ Field Work: ____%
☒ Telework (TW) Eligible: The amount of telework is at the discretion of the CDFA. It is based on the current TW policy and is subject to change.	☐ Other (Specify): _____

Essential Functions:

40%	Oversee Antimicrobial Use and Resistance Studies • Lead the planning, organization, and coordination of the activities of the State's antimicrobial use and resistance monitoring program, with guidance from the RSS II and support of other program staff • Coordinate with universities, industry stakeholders, other federal and State agencies, and the California Animal Health and Food Safety (CAHFS) Laboratory to develop and manage studies, projects, processes, and other activities that fulfill programmatic objectives • Prepare questionnaires for industry related to programmatic objectives • Discuss antimicrobial use, resistance, and livestock management practices with industry participants representing all sectors of the livestock industry and all geographic areas within California, both virtually and in person, which may require travel to remote locations • Develop and manage processes and procedures for on-farm collection of information relevant to programmatic objectives, such as through formalized agreements with collaborators and confidential, voluntary sampling agreements with selected participants • Advise on sampling, diagnostic, and analytical methodologies and as needed, collect biological samples related to study objectives, such as blood, feces, milk, feed and tissue samples, for diagnostic testing • Coordinate with CAHFS, AUS staff, and other program collaborators to validate and analyze data, including interpretation of results of statistical testing and other analyses, as needed, to assess relationships among management practices, antimicrobial use, antimicrobial resistance, disease occurrence, and other risk factors • Summarize and contextualize monitoring and study findings for both internal and external distribution and provide technical guidance based on these findings to other members of the AUS team, including the Veterinarian Specialist leading AUS' stewardship activities • As appropriate, coordinate with various federal partners, such as the United States Department of Agriculture's National Animal Health Monitoring System (NAHMS) and U.S. National Antimicrobial Resistance Monitoring System (NARMS), to ensure California's program harmonizes with national and federal goals, as appropriate, and to avoid duplication of efforts • Evaluate effectiveness of, and any gaps in, programmatic activities and work with the Department's team members implementing the related regulated use and stewardship activities to fill gaps and enhance the program • Attend and participate in State and national strategic planning meetings, both virtually and in person (for which travel may be required), to develop and modify the program based on current, recurrent, or newly emerging research and trends • Prepare and submit required program reports, including solicitations for funding requests from federal agencies
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40%	Provide Guidance on Antimicrobial Use and Resistance • Research professional journals and other resources to maintain knowledge and expertise related to antimicrobial use and resistance to serve as a State resource for program issues • Conduct research, prepare, and/or contribute to technical papers, public comments, and scientific articles related to program activities, when necessary • As needed, and when appropriate, participate in and contribute to the US Department of Agriculture's National Animal Health Monitoring System commodity-specific training for conducting surveys and sampling in order to leverage federal study design investments, for which travel may be required • Evaluate additional and alternative approaches to antibiotic stewardship from human and animal health settings and applicability for use in California guidelines • Contribute to development of analytical strategies and interpretation of statistical and other analyses performed by program staff and for programmatic activities, as appropriate • Conduct research and gather information on potential alternatives to antibiotic use and determine the value of existing research and studies, if available, to support the use of alternatives within California's livestock production environment • Educate appropriate Department employees regarding the antimicrobial use and resistance monitoring program in an effort to leverage their field presence for implementation of programmatic activities • Participate in local and national programs discussing monitoring plans and results, both virtually and in person, for which travel may be required • Advise other AUS staff on research and other findings of note in order to maintain uniformity of knowledge • Meet (both virtually and in person, which may require travel) with consumers, industry, retailers, and other stakeholders to increase their awareness and understanding of issues related to antimicrobial resistance • Attend seminars, meetings, conferences, and continuing education classes, both virtually and in person (for which travel may be required), to maintain veterinary license and to expand subject matter expertise in animal health, food safety, and antimicrobial resistance and to maintain the most up-to-date research and scientific information available
15%	Assist in the Administration of the Program • Review, apply, and enforce laws, regulations, and policies of the Department and of various local, State, and federal government agencies in all aspects of assigned duties • Recommend changes in legislation, regulations, and policies and procedures related to programs and functions when necessary • Analyze and prepare comments and responses to proposed legislation and changes in regulations that may affect the AUS team's programs and functions • Prepare clear and complete reports, letters, and memoranda as required • Participate in strategic planning for the Branch, Division, or Department • Represent AUS, both virtually and in person (for which travel may be required), in various meetings with representatives from other states, federal agencies, industry stakeholders, and the California Animal Health and Food Safety Laboratory system • Lead, coordinate, and/or participate in special projects as assigned • Respond appropriately to legal matters such as Public Records Act Requests • Participate in classes, meetings, and/or seminars, both virtually and in person (for which travel may be required), to improve administrative, technical, and leadership skills • Act as a subject matter expert in the development of departmental and stakeholder newsletters and outreach materials

Non-Essential/Marginal Functions:	
5%	Other related duties as assigned.
Required Qualifications: Possession of a valid license issued by the Veterinary Medical Board (VMB) for the State of California to practice as a Doctor of Veterinary Medicine. <i>Applicants who do not yet possess a valid California license, but who are in the process of obtaining a license to practice Veterinary Medicine in California may be appointed but must secure the required license within 12 months of the date of appointment.</i>	
Desirable Qualifications: Although a background in antimicrobial resistance is desirable, it is not required. We'll provide you with on-the-job training to strengthen your knowledge of this subject matter. Additionally, veterinarians with clinical experience may have unknowingly performed adequate regulatory work that will assist them in their knowledge and understanding of working with regulatory agencies (i.e., administering rabies vaccinations, issuing VFDs or Certificates of Veterinary Inspection (CVIs)).	
Work Environment and Equipment Used: The duties of this position are mostly conducted indoors; however, the incumbent may occasionally be required to work outside, which may be under difficult conditions. Regular or recurring telework may occur as part of the incumbent's ongoing regular schedule in accordance with CDFA's Telework Policy. Travel (including nights, weekends and holidays) for extensive periods may be required for meetings and events as well as during an emergency response (miscellaneous duties). During emergency response periods, duties may require working long shifts at hours other than the normal work hours. • Operating a computer with various software programs, including e-mail and word processing • Entering data in a computer database and processing paperwork and samples • Operating a telephone, facsimile, calculator, and copier • Operating various filing drawers and bins • Presenting to large groups Outdoor activities may include: • Perform duties in livestock facilities at various locations including, but not limited to, saleyards, slaughter plants, and milking parlors • Inspecting livestock at farms, ranches, and saleyards or other livestock facilities • Taking samples from livestock at farms, ranches, saleyards or other livestock facilities • Frequent travel by State vehicle or other modes of transportation to various locations in California, with exposure to associated driving hazards • Standing for extended periods of time • Work in environments with potential exposures to hazards such as allergens, including dust and animal dander, and non-hazardous and hazardous agricultural and industrial chemicals The incumbent may encounter:	

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- Confrontational, unfriendly, or irate individuals
- Quickly moving heavy gates
- Stampeding and unfriendly livestock
- Crowded milking parlors, feedlots, swine pens, broiler barns, and other animal facilities
- Extremes in temperature and varying weather conditions, including sun, wind, and rain
- High levels of noise and various unpleasant odors
- Sick and diseased animals
- Steep or uneven terrain
- Heavy machinery

Employee Certification

This duty statement reflects the typical duties of the essential functions described for the position. It is not considered an all-inclusive list of work requirements. I have read and discussed the duties of this position with my supervisor and understand I may perform other duties as assigned, including but not limited to, work in other functional areas to cover absences, peak work periods, or balance workload.

I certify I possess qualifications, including but not limited to, integrity, initiative, dependability, good judgement, and the ability to work cooperatively with others. Additionally, I am able to perform the assigned duties with or without reasonable accommodation. Should I have any concerns about performing the assigned duties, I will discuss them with the hiring manager who will provide the required information for the Office of Civil Rights.

I have read the duty statement and discussed the duties with my supervisor.

Employee Name (Print)	Signature	Date
Supervisor Statement: I have discussed the duties outlined in the duty statement and provided a copy to the employee.		
Supervisor Name (Print)	Signature	Date

CC: Employee
Official Personnel File
Supervisor's Drop File