

Duty Statement – Workforce

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Duty Statement

☐ Current ☒ Proposed

RPA Number:	Classification Title: Staff Air Pollution Specialist	Position Number: 673-510-3875-XXX
Incumbent Name:	Working Title:	Effective Date: 8/10/2026
Tenure: Limited-Term	Time Base: Full-Time	Intermittent Hours Per Month:
Division/Office: Monitoring and Laboratory Division	Section/Unit: Regulatory Development Section	Reporting Location: Sacramento
Supervisor's Name: Louis Dinkler	Supervisor's Classification: Air Resources Supervisor I	CBID: R09
Confidential Designation: ☐ Yes ☒ No	Designated Position for Conflict of Interest: ☒ Yes ☐ No	Position Telework Eligible: ☒ Yes ☐ No
Supervision Exercised: ☒ None ☒ Lead, the incumbent is expected to lead an Air Pollution Specialist who resides in the Oil and Gas Emission Monitoring Section, whom is also dedicated to the SB567 pilot program		

General Statement

The Regulatory Development Section (RDS) resides within the Regulatory Development and Program Support Branch of the Monitoring and Laboratory Division (MLD). The RDS is responsible for the development and amendment of various regulations within MLD's sphere of influence including Senate Bill 1137 (establishment of performance standards for continuously operating emission detection systems), vapor recovery regulations for gasoline dispensing facilities, bulk plants, terminals, and novel facilities, regulations for abrasive materials, and emission standards for Small Off-Road Engines. In addition to rulemaking activity, RDS performs a wide variety of related duties such as drafting technical support documents, preparing economic impact reports, determining emissions from various sources, conducting special field studies, investigating complaints, evaluating emerging technologies, and developing emission factors. RDS also works closely with multiple divisions within CARB (e.g., legal, inventory, enforcement, communications, economic assessment, regulatory coordination), other state agencies, local air pollution control districts, community-based organizations, regulated industry, and public.

This newly created position will implement a multi-agency pilot program involving the repurposing of crude oil and natural gas wells and production infrastructure for energy storage and generation. Senate Bill (SB) 567, authored by Senator Monique Limón and signed into law in October of 2025, establishes a pilot Gravity Based Energy Storage Well Program (GBESWP), which would sunset on January 1, 2035. It authorizes the conversion of up to 250 idle crude oil and natural gas wells into the GBESWP. Under SB 567, CARB is required to collaborate with the Department of Conservation, California Geologic Energy Management Division (CalGEM) and the State Water Resources Control

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Board (SWRCB) to establish criteria for mechanical integrity testing, continuous leak monitoring for air pollutants, and data reporting. CARB is also to serve as a key technical and policy advisor alongside CalGEM, SWRCB, and project operators to evaluate the pilot's progress and outcomes.

Competencies

All employees are responsible for understanding and demonstrating the core competencies of collaboration, communication, customer engagement, digital fluency, diversity and inclusion, innovative mindset, interpersonal skills, and resilience.

Position Description

The incumbent is expected to act as a project leader by leading a multi-disciplinary team to work collaboratively within MLD branches (due to the matrix management structure employed at MLD, the composition of team will vary by project). The incumbent is also responsible for senior level tasks such as developing timelines, setting internal target dates, identifying stakeholders, leading and facilitating project meetings, assisting management in delegating responsibilities within the team, and tracking progress to determine if deliverables are on track or need to be delayed.

The incumbent will be expected to prepare and make presentations before the Board and stakeholder groups at meetings, conferences, workshops, and other venues. The incumbent should have the ability to interpret/present data and make recommendations on regulatory approaches and/or control strategy development. The incumbent should lead other staff members by providing direction and input to establishing continuous leak detection guidelines and responding directly to public comments and other stakeholder inquiries.

Under direction of an Air Resources Supervisor I, the incumbent performs air pollution control work with specific duties as follows:

% of Time	Essential Functions
25%-E	Provide leadership and direction in the review and evaluation of monitoring technologies capable of continuously detecting leaks of toxic air pollutants and determining if methane or a single pollutant can serve as a surrogate from GBESWP. This task involves developing a comprehensive list of applicable monitoring technologies which include comparing performance characteristics, detection limits, measurement time resolution, maintenance requirements, and data acquisition and management capabilities. Other tasks include tracking advancements in emerging monitoring technologies and providing regular updates to the technology list.
25%-E	Work with existing staff members within CARB and the Department of Conservation, California Geologic Energy Management Division (CalGEM), to develop guidelines for a pilot program that include continuously operating emission detection systems to ensure mechanical integrity of GBESWP and to alert nearby sensitive receptors when leaks would affect public health. Assist CalGEM in reviewing and providing comments on the acceptability of plans submitted by operators to comply with the guidelines.

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15%-E	Work with existing staff members within CARB, CalGEM, and the SWRCB, to evaluate the pilot program data and make recommendations to the Legislature whether a permanent framework for GBESWP should be established.
15%-E	Explain the guidelines in plain English that can be easily understood and lead meetings, workshops, and conferences with community groups, oil and gas operators, other government agencies, and the public.
10%-E	Review literature and conduct field studies to identify the chemical composition of leaks when the mechanical integrity of GBESWP is compromised.

% of Time	Marginal Functions
5%-M	Participate in field studies with others to audit the effectiveness of the current regulations and requirements in detecting leaks.
5%-M	Perform other duties as required such assisting other branches, divisions or board programs. May perform other duties related to and under the scope of the classification.

Typical Physical Conditions/Demands

This position will require the candidate to possess a driver license and to pass training courses (including periodic refresher courses) in defensive driving, enroll in the DMV Pull Notice Program, and maintain a “good” driver status. Additionally, the candidate must be willing to travel up to 25 percent of the time, to work outdoors, near and around oil and gas production equipment, including exposure to air emissions, heat, mechanical hazards, and vehicle traffic, and to wear personal protective equipment including, but not limited to a hard hat, safety shoes with toe protection, reflective vest, Nomex overalls, hearing protections, gloves, and safety glasses. This position will require the employee to pass a pre-employment physical.

Typical Working Conditions

- Requires working in the office work which requires standing or sitting for extended periods.
- Standard office environment (artificial lighting, controlled temperature, etc.).
- Daily use of a personal computer, office equipment, and/or cell phone.
- Travel might be required.

Special Requirements of Position (Check all that apply):

- ☒ Duties may require pre-employment and routine screenings (background/criminal/fingerprint clearance, drug testing, fingerprinting, physical, etc.).
- ☒ Duties require participation in the DMV Pull Notice Program.
- ☐ Performs other duties requiring high physical demand. (Explain below)
- ☐ Requires repetitive movement of heavy objects and/or operation of heavy machinery or motorized vehicles.
- ☒ Travel likely up to 25 percentage
- ☐ Bilingual Fluency needed in _____(language)

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☐ Other-

Supervisor Statement

I certify that this duty statement accurately describes the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee with a copy of this duty statement.

Supervisor Name: Louis Dinkler	Supervisor Signature:	Date: 8/17/2026
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Employee Statement

I have discussed these duties with my supervisor and have been provided a copy of this duty statement. I certify that I have read, understand, and can perform the duties of this position either with or without reasonable accommodation*.

** Reasonable accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or her job or to enjoy an equal employment opportunity. (If you believe reasonable accommodation is necessary, check yes. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Reasonable Accommodation Coordinator.)*

Do you need reasonable accommodation to perform the essential functions of this position?

☐ Yes ☐ No

Employee Name:	Employee Signature:	Date: Date
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