

DUTY STATEMENT

DFW 242A (REV. 07/18/22)

Department Statement:

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE TBD RPA: E-FB 26-023
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DFW DIVISION/BRANCH/REGION/OFFICE Wildlife and Fisheries/Fisheries	POSITION NUMBER (Agency-Unit-Class-Serial) 565-033-5582-005
UNIT NAME AND LOCATION Invasive Species Program, West Sacramento	CLASS TITLE Research Scientist
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-033-5582-005

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS Under the supervision of the Environmental Program Manager I (Supervisory), the incumbent plans, organizes, and implements research studies and analyzes samples for larval golden mussel and other planktonic species to inform invasive mussel prevention and control efforts. The incumbent will work collaboratively with interdisciplinary researchers and managers within and outside of state government, apply scientific rigor, sound judgement, and make scientifically defensible conclusions and management recommendations. The work performed in this position is critical to informing department and partner efforts, and work products are of national significance.	
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PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
30%	ESSENTIAL FUNCTIONS: Plan, organize, and carry out empirical scientific research studies on invasive mussel veligers including, but not limited to determine the lethal exposure time for larval golden mussel in standing water, morphometric comparison of golden mussel larvae to other species of mussels in California. Drives state vehicles to and between field research sites, laboratories, and offices to conduct applied research projects, collaborate with other researchers and managers, and report out research findings.
30%	Analyze plankton samples collected for early detection monitoring and ecological investigations for the presence of invasive mussel larvae using cross-polarized microscopy. Maintain laboratory records and report findings to principal investigators.
10%	Collaborate with interdisciplinary researchers within and outside of state government to implement scientific research studies on golden mussels and other species of invasive mussels.
10%	Provide training and maintain ongoing coordination among laboratory staff analyzing plankton samples.
10%	Publish research findings in peer reviewed journals and via presentations at meetings, conferences, and events.

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10%	<u>NON-ESSENTIAL FUNCTIONS:</u> Perform administrative tasks, including tracking of time worked; attend career development and training programs, seminars as appropriate to contribute to the achievement of Fisheries Branch's goals and objectives. <u>WORKING CONDITIONS:</u> • This position requires working in a shared laboratory environment 30% of the time, in a large office within a cubicle 50% of the time, and in the field 15% of the time. • Tasks require sitting and/or standing for several hours each day, completing repetitive tasks, walking within and between buildings, operating computers and precision instruments and equipment, and participating in in-person and online meetings. <u>SPECIAL REQUIREMENTS:</u> • Valid state Driver's License required. • Drive state vehicles (up to 5%) for occasional overnight travel (twice per year) and to and between field research sites, laboratories, and offices to conduct applied research projects, collaborate with other researchers and managers, and report out research findings.				
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.					
PRINT SUPERVISOR'S NAME Martha Volkoff	<table border="1"> <tr> <th data-bbox="899 1108 1377 1140">SUPERVISOR'S SIGNATURE</th><th data-bbox="1377 1108 1520 1140">DATE</th></tr> <tr> <td data-bbox="899 1140 1377 1203"></td><td data-bbox="1377 1140 1520 1203"></td></tr> </table>	SUPERVISOR'S SIGNATURE	DATE		
SUPERVISOR'S SIGNATURE	DATE				
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.					
PRINT EMPLOYEE'S NAME	<table border="1"> <tr> <th data-bbox="899 1329 1377 1360">EMPLOYEE'S SIGNATURE</th><th data-bbox="1377 1329 1520 1360">DATE</th></tr> <tr> <td data-bbox="899 1360 1377 1425"></td><td data-bbox="1377 1360 1520 1425"></td></tr> </table>	EMPLOYEE'S SIGNATURE	DATE		
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