



Classification: Senior Environmental Scientist
Sup
Position Number: 880-240-0764-004

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 26-240-012	Classification Title: Senior Environmental Scientist Supervisor	Position Number: 880-240-0764-004
Incumbent Name: VACANT	Working Title:	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: S10
Division/Office: Office of Sustainable Groundwater Management (OSGM)		Section/Unit: SGMA Unit III
Supervisor's Name: Brianna St. Pierre		Supervisor's Classification: Supervising Engineering Geologist

Human Resources Use Only:

HR Analyst Approval: *Samuel Flores*

Date: 09/10/2026

General Statement

The Water Boards value diversity at all levels of the organization and are committed to fostering an environment in which employees from a variety of backgrounds, cultures and personal experience are welcomed and can thrive. We believe the diversity of our employees and their unique ideas inspire innovative solutions to further our mission to preserve, enhance and restore the quality of California's water resources.

Under the general direction of a Supervising Engineering Geologist and consistent with good technical, administrative, and 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.

Position Description

The Senior Environmental Scientist Supervisor is responsible for directing the staff of the unit in technical and policy work, ensuring that the State Water Board meets requirements under the SGMA, coordinating with staff across agencies, assisting interested parties, conducting and overseeing investigations, and managing contractors. The incumbent should be able to communicate clearly orally and in writing. Daily proficient utilization of office equipment and the Microsoft Office Suite is required.



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Essential Functions (Including percentage of time):

30%	Responsible for direct supervision of the staff of the unit. Using sound environmental scientific judgement to oversee staff assessing groundwater sustainability plans, remediating local failures in SGMA implementation, and developing interim groundwater management plans for basins under the Board's authority. Perform administrative and scientific duties as a first-line supervisor by developing, reviewing, or analyzing correspondence, hearing documents, hydrogeologic investigations, technical reports, and interim groundwater management plans and maintain highly skilled professional staff. Conduct annual staff reviews and prepare probationary reports. Maintain effective staff by fostering and supporting professional development, determining training needs and approving training requests, implementing the three phases of progressive discipline (if warranted), and hiring qualified employees. Understand each employee's rights with regards to labor relations.
20%	Supervise and manage the administration of the State Water Board's requirements under SGMA. Set or revise fees, evaluate local groundwater and surface water conditions, enforce SGMA as required, and develop and implement interim management plans and controls to sustainably manage basins. Implement SGMA to advance the state's interests and complement other state efforts, for example, those related to climate change, land use planning, drought management, flood management, economic development, and advancing the human right to water. Advise the Board on matters related to groundwater. Develop strategies to incentivize and motivate successful local implementation of SGMA. Identify emerging challenges in SGMA implementation and develop responses. Develop innovative methods and tools for completing the State Water Board's responsibilities under SGMA. Develop recommendations that incorporate scientific, legal, and policy objectives. Help support the Program meet all of the State Water Board's requirements under SGMA. Develop, review, and analyze correspondence, hearing documents, scientific investigation, technical reports, and interim groundwater management plans. Participate in budget development actions and various work force and program planning activities

15%	Represent the Water Boards in outreach and engagement efforts, including giving presentations and facilitating meetings and workshops. Establish and maintain partnerships, foster open communication for voices from historically underserved and disadvantaged communities, conduct outreach and analyses and develop findings. Seek input from parties mentioned above as well as other Water Board units, the Regional Water Boards, groundwater users, and other state, local, tribal, federal, and non-governmental entities or individuals involved in, affecting, or affected by SGMA implementation, as appropriate, in the evaluation of local groundwater and surface water conditions and the development and implementation of interim management plans and controls necessary to sustainably manage basins. Coordinate with the Communications Office and the Office of Public Engagement, Equity, and Tribal Affairs to develop talking points, presentations, and outreach materials for members of the media and the public. Provide program information, technical assistance, data, analysis, groundwater management guidance, and educational outreach to federal, state, local, tribal, and non-governmental entities. Clearly convey complex analyses and concepts to diverse audiences and respond to technical and regulatory questions regarding groundwater conditions or management.
15%	Using scientific judgment, conduct and oversee hydrologic investigations and water resources planning work, including design and assessment of groundwater management plans, investigation of surface water and groundwater interaction, assessment of groundwater level trends and overdraft, assessment of surface water flows and surface water availability, measurement and estimation pumping rates and volumes, determination of sustainable yield, analysis of water transfer plans, and analysis of surface and groundwater rights priorities. Oversee staff and contractors evaluating or modeling groundwater quantity, quality and surface water interactions. Propose and develop potential solutions to address groundwater overdraft and water quality degradation. Assist local entities in the development, evaluation, and implementation of groundwater management approaches and other integrated water resources monitoring and management strategies. Advise and consult with other governmental agencies regarding water quality control, drinking water, and water rights. Act as expert witness in Board or court actions. Present testimony and evidence at State Water Board and Superior Court hearings.
Marginal Functions (Including percentage of time):	
10%	Conduct programmatic assessments and identify actions to implement the Water Board's Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution, and Climate Change Resolution in integrated water resource management. Perform legislative and policy analyses of issues with potentially significant impacts on groundwater or surface water management.
5%	Assist with contract management, including management of software development and architectural and engineering contracts. Draft required contracting and administrative documentation. Provide general oversight and guidance to management, contractors, project managers, and Water Board staff involved in contract oversight.



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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 be in a stationary position at a desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to move 15 pounds, bend and retrieve files and/or documents above shoulders.

Typical Working Conditions:

The incumbent works in a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Mandatory overtime, including evening and weekend work may be necessary during the year end closing process or when the department is mission tasked. 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.

Supervisor Name	Supervisor Signature	Date
Brianna St. Pierre		
Employee Name	Employee Signature	Date