



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Coastal Field Division	Environmental Scientist	549-741-0762-004
DISTRICT/HQ SECTION	WORKING TITLE	CBID
San Luis Obispo Coast District	Environmental Scientist	R10
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Natural Resources	Morro Bay Field Office	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
☐ Housing is required ☐ Housing may be required		Senior Environmental Scientist
☒ Housing is not available		
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
☒ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
The San Luis Obispo Coast District Environmental Scientist works under the direction of the Senior Environmental Scientist and independently performs professional scientific work in developing, implementing, monitoring and evaluating the Department's and the District's resource, defensive planning, budgetary, disaster response and environmental compliance policies for state and federal governments. The position will utilize scientific methods and principles in the identification, research, and solution of problems in the areas of biodiversity planning, environmental monitoring, habitat conservation and restoration. In addition, the position will consult with and advise other agencies and institutions engaged in related environmental analysis, management, planning, regulation, investigation, and research. The reporting location for the Environmental Scientist is the Morro Bay field office. As required, the Environmental Scientist will coordinate work tasks with other resource specialists throughout District and the State Park System.		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
30%	RESOURCE MANAGEMENT: Under direction, provides technical expertise and project-level lead coordination in determining and implementing appropriate strategies and projects for sustaining naturally functioning ecosystems within and adjacent to District lands. Evaluates research and management programs applicable to District resources. Recommends priorities and protocols for monitoring and enhancing sensitive biological resources through the analysis and formulation of responsible treatments. Duties include developing habitat assessments, biological inventories, wildfire plans, incident response and implementing prescribed fire projects. Perform monitoring duties associated with the management of listed and sensitive species, restoration projects, and the application of herbicide. Write reports, prepare regulatory and compliance documents and applicable permits.	

30%	PROJECT DEVELOPMENT: Prepare long range inventory objectives, management plans and technical analysis to determine appropriate implementation methodology for natural resource projects. Develop habitat assessments, biological inventories, unit wide prescribed fire, disaster response and wildfire plans. Agency project coordination includes Air Pollution Control District, Cal Fire, California Polytechnic State University, San Luis Obispo, Morro Bay National Estuary Program, State and Federal Fish and Wildlife agencies and Land Conservancy of San Luis Obispo. Assist in developing budgets, work plans, resource sensitivities and constraints, and permit necessities for natural resource projects. Perform as field lead for seasonal employees.
25%	ADMINISTRATION: Assists with grant applications and monitors appropriate use of allocated funds, budget conformance, material purchases, documenting expenditures and conforming to State and Department fiscal guidelines. Attends local agency meetings to provide input regarding District resource and planning priorities. Coordinates volunteer and non-staff research and restoration activities within District boundaries.
10%	ENVIRONMENTAL COMPLIANCE: Provides the Sector with the capability to expeditiously and professionally comply with all facets of environmental law and permitting including California Environmental Quality Act, National Environmental Policy Act, U.S. Fish and Wildlife Service regulations, California Department of Fish and Wildlife regulations, California and Local coastal policies, PRC 5024, Clean Water Act, Department General Plans and policies.
MARGINAL FUNCTIONS:	
%	TASK/DUTIES
5%	Other job-related duties as assigned and necessary for operational continuity. Attend staff meetings and trainings and prepare administrative paperwork to meet operational needs. Coordinate and conduct training including, but not limited to: fire management, wildlife surveys, disaster response, natural resource management.
TYPICAL WORKING CONDITIONS	
Work in a variety of environments and outdoor settings, including along coastlines, creek banks, wetlands, and marshlands, and perform duties under a wide range of weather conditions. Employees may be required to work in adverse or unpleasant conditions, including extreme heat, high winds, rain, cold, wet, windy, muddy, hot, dry, and humid conditions.	
TELEWORK DESIGNATION	
This position is designated as: (Check one)	
☐ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☒ Not Telework Eligible	
SPECIAL REQUIREMENTS:	
Collect environmental data; analyze and evaluate data; review and interpret scientific and environmental reports; establish and maintain cooperative relations and conduct effective communications with local agencies; prepare clear, complete and technically accurate reports; and maintain cooperative relations with the public, co-workers, supervisors and managers in various park disciplines.	

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.

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 WITH A COPY OF THIS DUTY STATEMENT.

SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE

EMPLOYEE STATEMENT:

I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.

EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE