



Classification: Attorney V
Position Number: 880-220-5781-003

DUTY STATEMENT

☐ CURRENT ☒ PROPOSED

RPA Number: 26-220-XXX	Classification Title: Attorney V	Position Number: 880-220-5781-003
Incumbent Name: Vacant	Working Title: Attorney V	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: R02
Division/Office: Office of Chief Counsel		Section/Unit: Regional Board Branch 1
Supervisor's Name: Stephanie Yu		Supervisor's Classification: Attorney, Assistant Chief Counsel

Human Resources Use Only:

HR Analyst Approval: *Debra Fash-Lun*

Date: 10/23/2026

General Statement

Under the general direction of the Attorney, Assistant Chief Counsel and consistent with good customer service practices and the goals of the State and Regional Water 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 Attorney V independently performs the most difficult and complex legal work in the Office of Chief Counsel, requiring the highest level of expertise. The Attorney V acts as counsel for the Regional Water Boards on matters of exceptional difficulty and significance. The Attorney V is responsible for providing timely and professional assistance and must communicate effectively and manage multiple tasks. The Attorney V is assigned to the most sensitive and complex administrative proceedings and litigation, serving as top expert in water quality and related environmental legal fields and procedural and ethical requirements applicable to the Water Boards. Assignments include advising and representing the Regional Water Boards in hearings and negotiations, reviewing complex orders and planning documents, legal research, drafting and reviewing memoranda, briefs, and decisions, reviewing proposed legislation, developing strategy and tactics in complex administrative disputes or litigation, and advising board members and management on an ongoing basis on water quality law, procedural rules governing board proceedings, and public law, including ethical rules and records management and production obligations.



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Essential Functions (Including percentage of time):

30%	Serve as lead project attorney in the most complex and difficult water quality planning and permitting proceedings and administrative litigation requiring strategic decision-making, reliance on innovative legal theories, and specialization. These proceedings require consideration of interrelationships among water quality, water supply, and planning issues and which have a high degree of probability of court appeal (considered sensitive). These include the development of basin wide water quality control plans that affect the region's water resources and involve the innovative use of state and federal powers. These proceedings also require consideration of interrelationships among federal and state constitutional, statutory, and common law, and require resolution of innovative legal theories advanced by participants. Utilize broad discretion and independence while applying the highest level of expertise in water quality law, administrative procedures (including highly specialized, complex administrative litigation), and preparation of decisions of a possible precedent-setting nature.
25%	Serve as point of contact and expert in areas of specialization relevant to the authority of Regional Water Boards, working with specialized inside counsel for the State Water Board and the Regional Water Boards, Deputies Attorney General, and high-level inside counsel at other state and federal agencies, and leading subject matter teams. Develop and coordinate the legal advice within those areas of specialization relying upon the integration of complex water quality theories, including novel and innovative theories, while considering the legal claims and arguments of diverse stakeholders, including those of state, federal, and other public agencies.
15%	Provide legal counsel directly to Regional Water Board members and staff by written and oral communication, including through in-person attendance at Board meetings, on the most complex water quality issues and on all aspects of public law pertaining to the Regional Water Boards, including the Bagley-Keene Open Meeting Act, Public Records Act and discovery requests, Political Reform Act, incompatible activities, conflicts of interest, obligations of public officials, records retention, and public contracts.
10%	Provide legal services and act as a liaison to the Attorney General's Office in the most difficult, complex, and controversial water quality litigation, including defending regulatory actions to protect surface and ground water resources, wetlands, and coastal resources. Prepare or review administrative records, pleadings, briefs, and declarations, and participate in court hearings in state and federal court. Participate in formulating Board policy and litigation strategy in these and other cases. Represent the Board before the Superior Court in cases in which the Attorney General has a conflict of interest.



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10%	Develop and maintain expertise in water quality, general environmental, administrative, and other laws that apply to Water Board practice through self-education, training attendance, and interaction with other attorneys in the Office of Chief Counsel. Provide training to Water Board members, staff, and other attorneys. Assist other attorneys with legal research and analysis. Serve as team leader for a team of Water Board attorneys, under the general direction of an Attorney, Assistant Chief Counsel.
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Marginal Functions (Including percentage of time):

5%	Travel to Regional Water Board meetings and offices, as well as for other administrative and judicial proceedings.
5%	Perform other duties as required.

Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand for long periods of time, use a keyboard, and participate in virtual meetings, for extended periods of time. The job also requires the ability to participate in-person at internal and external meetings, public meetings, and court proceedings.

Typical Working Conditions:

The Attorney V works in a fast-paced professional environment. The typical work schedule is Monday through Friday. Occasional evening and weekend work may be necessary to meet litigation or other deadlines, and evening work may be necessary for participating in public hearings. Travel is required within the State to attend board meetings, court hearings, and other types of in-person meetings. Travel may last more than one day and require overnight stays.

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
Employee Name	Employee Signature	Date