State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Boating and Waterways	Environmental Scientist (PI)	549-708-0762-902
DISTRICT/HQ SECTION	**WORKING TITLE**	**CBID**
Boating and Waterways	Aquatic Invasive Plant Control Program Environmental Scientist	R10
SECTOR/HQ UNIT	**REPORTING LOCATION**	**INCUMBENT**
Aquatic Invasive Species	HQ, Sacramento	
STATE HOUSING: (Check one)		**IMMEDIATE SUPERVISOR**
☐ Housing is required ☐ Housing may be required ☒ Housing is not available		Sr. Environmental Scientist (Sup)

SENSITIVE POSITION DESIGNATION: (Check if applicable)

☐ Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961

POSITION DESCRIPTION

Under the supervision of the Senior Environmental Scientist (Supervisory), assists with planning and conducting monitoring surveys for aquatic vegetation, recreational benefit, and water quality. Evaluate data for both the Submersed Aquatic Vegetation (SAV) and Floating Aquatic Vegetation (FAV) control programs. Perform a variety of office and field work related to aquatic invasive plant management and boating recreational activities. Assist in conducting management and research as well as administrative activities involved in establishing goal and priorities related to aquatic invasive plant management in the Sacramento-San Joaquin Delta.

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
35%	Follows established scientific methods, procedures, and protocols in conducting research and monitoring activities related to aquatic invasive plant management. Assists with research activities by gathering background information, collecting and analyzing data, documenting observations, conducting preliminary evaluations of findings, and preparing draft reports, summaries, and other technical documentation for supervisory review. Assists with aquatic vegetation and water quality monitoring surveys, including planning and conducting field activities, following established protocols, collecting and recording data, and evaluating field observations. Applies scientific principles and methods to gather, analyze, interpret, and evaluate data in support of the Submersed Aquatic Vegetation (SAV) and Floating Aquatic Vegetation (FAV) control programs. Performs a variety of technical, scientific, administrative, office, and field activities associated with aquatic invasive plant management in the Sacramento-San Joaquin Delta. Assists with the development and implementation of management strategies and research activities, as well as administrative functions supporting the establishment of program goals, objectives, and priorities.
25%	Provides technical and administrative support to the Floating Aquatic Vegetation (FAV) and Submersed Aquatic Vegetation (SAV) control programs. Calibrates and maintains scientific equipment; maintains equipment inventories; and coordinates maintenance of the scientific fleet. Prepares draft Temporary Entry Permits for lead scientists, weekly notifications to the public and stakeholders through weekly public notices, monthly pesticide use reporting, monitors program

	email accounts and assist with public outreach opportunities and workshops. Assists with routine site surveys on treatment efficacy.
20%	Performs environmental analysis, research, surveys, investigations, and scientific studies related to aquatic invasive plant management. Assists Senior Environmental Scientist Specialists and Field Managers with interpreting and implementing regulatory policies and requirements applicable to the SAV and FAV control programs. Evaluates program effectiveness through the application and analysis of adaptive management metrics. Assists with treatment application planning, field assessments, and efficacy monitoring of SAV and FAV control operations to evaluate treatment outcomes and inform management decisions.
15%	Prepares technical reports, regulatory submittals, and environmental compliance documentation related to SAV and FAV program activities. Develops, evaluates, and refines monitoring program methods and procedures, including preparing field protocols for field crews and environmental monitoring activities and establishing data collection, analysis, interpretation, and reporting requirements. Prepares monthly program activity reports and maintains accurate administrative records, including timesheets, vehicle reports, and expense reports. Participates in interagency working groups, task forces, committees, and other collaborative efforts related to aquatic invasive species management. Prepares correspondence and responds to public inquiries regarding program activities. Supports public education, outreach, and training efforts by representing the Department at meetings with regulatory agencies, task forces, and the public; presenting program information and educational materials at public forums; and providing environmental training to Department staff and contracted field crews. Maintains professional and scientific knowledge through continuing education, training, conferences, workshops, participation in professional and scientific committees, and review of relevant scientific literature.

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.

TYPICAL WORKING CONDITIONS

Ability to work in extreme temperatures; vision and color vision adequate to successfully perform the duties of the position, and the ability to handle a variety of heavy equipment and materials during work. Travel to and from Sacramento office and the Sacramento-San Joaquin Delta boat launching facilities and the Stockton field office. Travel to field locations or work sites may require driving a state vehicle and/or operating boats, sometimes in inclement weather conditions or uneven terrain. Ability to traverse uneven, hilly terrain and conduct boat activities in rugged outdoor environments and inclement weather. Must be able to meet the demands of field work in aquatic environments, including occasionally swimming at least 50 yards and stay afloat at least 10 minutes, ability to reboard vessels unassisted from the water, function in rough waters without incapacitation due to seasickness, and occasionally transport equipment up to 50 pounds. The incumbent will be required to drive to field study locations and to off-site meetings. This position requires regular travel within California and occasional travel by plane or car outside California.

TELEWORK DESIGNATION
This position is designated as: (Check one)

☒ Telework Eligible – Office Centered ☐ Telework Eligible – Remote Centered ☐ Not Telework Eligible

SPECIAL REQUIREMENTS:

Possession of a valid class C driver's license is required. Voluntary enrollment in DMV Pull Notice Program. This position is designated Conflict of Interest and requires disclosure of economic interests. Position requires a Boater Card and if one is needed, individual would need to obtain one within 4 weeks of start date at employer's expense.

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