



<b>DUTY STATEMENT</b>	
<b>Classification:</b> Senior Environmental Scientist	<b>Position Number:</b> 774-0765-980
<b>Division/Office/Section:</b> MMLA/STAR/PSIT	
<b>Location:</b> 1001 I Street, Sacramento, CA 95812	<b>Effective Date:</b>
<b>Employee's Name:</b> Vacant	<b>Supervision Exercised:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Supervisor's Name:</b> Clark Williams	
<b>Collective Bargaining Identifier (CBID):</b> R10	

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing if both appropriate) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools and equipment; complete assignments in a timely and efficient manner; and, adhere to department policies and procedures regarding attendance, leave, and conduct.

**POSITION DESCRIPTION:** Under the general direction of the Section Manager, the incumbent will provide scientific leadership and guidance to the cross disciplinary team administering the Greenhouse Gas Reduction Fund (GGRF) grant and loan programs. CalRecycle’s GGRF programs provide financial incentives for capital investments in infrastructure for aerobic composting, anaerobic digestion and recycling and manufacturing facilities that will divert additional materials from landfills, reduce greenhouse gas (GHG) emissions, produce beneficial products such as soil amendments, renewable fuels or recycled-content fiber, plastic, or glass products, and recover food for human consumption.

The incumbent will need to inspire confidence and effective working relationships with CalRecycle staff and management, Air Resources Board, GGRF grant and loan recipients, academia, and other leaders in industry to develop and implement the greenhouse gas reduction grant and loan programs. The incumbent will lead the oversight of the GGRF grant and loan projects, evaluate progress in meeting project milestones, provide technical assistance to grantees, conduct technical assessments of environmental benefits, measure project performance, and calculate GHG emission reductions. The incumbent will collaborate with the Air Resources Board to develop new emission reduction factors, calculations, and methodologies for use in quantifying the GHG emissions for different types of projects. This position involves travel throughout the state approximately 15% of the time.

**ESSENTIAL FUNCTIONS**

- 40% Develop scientific methodologies and procedures, criteria, guidelines and reference materials, for the evaluation of greenhouse gas reduction grant and loan projects. Provide leadership to the Department’s cross-disciplinary team charged with implementation of the GHG grant and loan programs. Meet with project teams and visit sites to set up necessary data tracking and reporting procedures for the projects. Conduct complex technical assessments to analyze the greenhouse gas emission reductions and environmental and economic benefits and impacts of projects. Measure project performance against established scientific standards and reporting requirements to ensure successful implementation of approved projects. Conduct validation to ensure that the projects have achieved the expected greenhouse gas reductions. Complete necessary GHG emission calculations and prepare required reports for the Air Resources Board.
- 35% Independently plan and conduct environmental studies to evaluate the short and long-term impacts of the GHG grant and loan programs. Provide technical input to establish scoring criteria, eligibility, procedures and standards for GHG grant and loan application cycles. Evaluate GHG emissions from innovative technologies for manufacturing products using recycled feedstocks and the effectiveness of various strategies to reduce GHG emissions from the handling and processing of organic materials. Participate in scientific review panels convened by the Air Resources Board, California Energy Commission, California Department of Food and Agriculture and other State and Federal entities to evaluate GHG impacts of projects.
- 20% Collaborate with the Air Resources Board to develop new emission reduction factors and appropriate calculations and methodologies to quantify the GHG emission reductions for novel and/or innovative projects. Develop expertise in other domestic and international programs providing financial incentives to realize GHG emission reductions from the solid

waste management and recycling sector. Analyze other programmatic approaches in the California context and recommend revisions to the Department's GHG grant and loan programs in pursuit of continuous improvement.

#### **MARGINAL FUNCTIONS**

05% Prepare monthly workplans, attend and participate in Unit/Section/Division meetings. Mentor staff working on the GHG grant and loan programs. Provide technical assistance to CalRecycle's Office of Public Affairs on media requests, stories, and Agency communications regarding the GHG grant and loan program.