



Classification: Senior Water Resource Control Engineer
 Position Number: 880-180-3844-019

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-180-009	Classification Title: Senior Water Resource Control Engineer (Specialist)	Position Number: 880-180-3844-019
Incumbent Name: Vacant	Working Title: Cannabis Enforcement Specialist	Effective Date: TBD
Tenure: Permanent	Time Base: Full Time	CBID: R09
Division/Office: California Regional Water Quality Control Board, Santa Ana Region (Region 8)		Section/Unit: Surface Water & Agriculture Branch South Coast Region's Cannabis
Supervisor's Name: Nick Amini		Supervisor's Classification: Supervising Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement
Under the direction of a Supervising Water Resource Control Engineer (WRCE) and consistent with good 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
Senior WRCE will serve as the enforcement specialist for the South Coast Region's Cannabis Cultivation Program on behalf of the Santa Ana, San Diego, and Los Angeles Regional Water Quality Control Boards. The incumbent will work in close coordination with the supervisor of the Agriculture and Cannabis section of the Santa Ana Water Board.



Classification: Senior Water Resource Control Engineer
 Position Number: 880-180-3844-019

Essential Functions (Including percentage of time):	
40%	Conduct field inspections jointly with local, State or federal agency staff and law enforcement officials at unpermitted and unlicensed sites where wastes, including toxic and/or hazardous materials, are discharged, threatened to discharge, and/or stored. Document observations related to impacts and/or threatened impacts to water resources, both water quality and quantity, including identification, assessment, and documentation of unstable geologic features and/or unstable conditions associated with site characteristics, site development or onsite operations, with a written report, and accompanying pictures and/or sampling/test results, as applicable. Prepare inspection reports, initiates, and pursues enforcement actions. Maintain records of inspections, dischargers' submittals, communications with dischargers and complainants, notices, enforcement actions, and other related documents in information management systems, according to State and office policies. Review aerial imagery and Geographic Information System (GIS) data to identify private properties with evidence of development or use for cannabis cultivation.
30%	Conduct inspections of regulated and enrolled Cannabis Cultivation Program facilities, and facilities enrolled in the following programs under the Agriculture and Cannabis Section: Irrigated Lands and Dairy and Non-Dairy Confined Animal Feeding Operations. Monitor compliance with permit provisions, including implementation of site management plans, waste management plans, and nutrient management plans. Investigate complaints and related discharges of waste. Assess the effectiveness of controls, including controls related to program management practices. Collect evidence of non-compliance, including photos, video, paper and electronic documentation, and witness statements.
20%	Prepares formal enforcement actions and settlement stipulation orders for adoption by the Regional Board. Prepares related supporting documents, including evidence and presentations. Presents the basis for formal enforcement action and testimony for consideration by the Regional Board.
Marginal Functions (Including percentage of time):	
5%	Implement the Water Boards' Cannabis Cultivation regulatory program. Respond to requests for information or technical assistance associated with enrolling for coverage under and complying with the Cannabis Cultivation General Order. Apply technical expertise for review of reports and plans with engineering content.
5%	Perform other duties as required.



Classification: Senior Water Resource Control Engineer
 Position Number: 880-180-3844-019

Typical Physical Conditions/Demands:

The job requires use of a personal computer and the ability to sit/stand at a desk, utilize a phone, and type on a keyboard for extended periods of time. The job also requires the ability to navigate uneven and rugged terrain for extended periods of time and in extreme temperatures throughout the workday. The job also requires getting in and out of a high clearance vehicle multiple times throughout the workday and travelling in a vehicle for extended periods of time.

Typical Working Conditions:

The Santa Ana Regional Water Quality Control Board is located at 3737 Main Street, Suite 500, in downtown Riverside.

In office/telework (approximately 80%): A high-rise office building in downtown Riverside and telework.

In field (approximately 20%): Field work is required in both urban and rural environments. Field work may be in extreme temperatures and off normal business hours.

The work schedule is Monday through Friday with the option to work an Alternate Work Week Schedule (4/10/40 or 9/8/80). Travel will 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

Employee Name	Employee Signature	Date