



Classification: Senior Water Resource Control Engineer
 Position Number: 880-402-3844-006

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-402-014	Classification Title: Senior Water Resource Control Engineer	Position Number: 880-402-3844-006
Incumbent Name: Vacant	Working Title: Community Engagement Unit Senior Engineer	Effective Date: August 2024
Tenure: Permanent	Time Base: Full Time	CBID: S09
Division/Office: Division of Drinking Water / Resiliency and Data Branch		Section/Unit: Safe and Affordable Funding for Equity and Resilience Drinking Water Section / County Engagement Unit
Supervisor's Name: Chad Fischer		Supervisor's Classification: Supervising Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval:	Date:

General Statement

Under the general direction of the Safe and Affordable Funding for Equity and Resilience (SAFER) Section Supervising Water Resource Control Engineer in the Division of Drinking Water (DDW), and consistent with good customer service practices and the goals of the State Water Resources Control Board (State Water Board) and Regional Water Resources Control Boards Strategic Plan, the Senior Water Resource Engineer (SWRCE) is expected to be courteous and provide prompt responses to internal and external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments.



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Position Description

The Senior WRCE position will lead the SAFER County Engagement Unit focusing on DDW and SAFER coordination with counties. The unit is comprised of three Environmental Scientists who work on the Local Primacy Agency (LPA) program, one staff WRCE focused on drought resiliency planning for state small water systems and domestic wells, one Staff Services Manager I (Specialist), and one Associate Governmental Program Analyst.

Essential Functions (Including percentage of time):

45%	Plan, organize, direct and track the work of staff who implement efforts related to County coordination. Oversee the work implemented by the unit, including ensuring that 28 counties with Local Primacy Agencies meet the requirements of their delegation agreements for small public water systems and that drought resiliency planning for state small water systems and domestic wells is strategically integrated across the counties in accordance with the requirements of Senate Bill 552, Section 10609.70 and 10609.80. Create a diverse working environment for staff that promotes high morale, high performance and individual growth. Evaluate work performance of the unit taking or recommending appropriate action.
25%	Assist in the development of State Water Board policies and setting objectives as part of the management team. Represent the State Water Board in cross agency interactions. Coordinate with the Division of Financial Assistance, Division of Public Participation, Department of Water Resources, Groundwater Sustainability Agencies, County Environmental Health Directors and other county staff, environmental justice groups and other stakeholders to assist in developing drought resiliency needs for state small water systems and domestic wells and appropriate oversight of small water systems.
20%	Maintain knowledge of the Division of Drinking Water's regulatory program to assist the LPA program staff in preparing appropriate county trainings. Support staff on corrective actions for counties that fail to meet delegation agreement goals and/or fail to take adequate enforcement actions related to water systems on the Human Right to Water list.

Marginal Functions (Including percentage of time):

5%	Collaborate with local planners, the Office of Planning and Research and other agencies to help ensure full consideration of water impacts in future planning documents, both to ensure resiliency in current water systems and to prevent future unsustainable water systems.
5%	Perform other duties as required.



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Typical Physical Conditions/Demands:

The job requires extensive use of a personal computer and the ability to sit/stand at desk for long periods of time, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday.

Typical Working Conditions:

The incumbent works in one of the DDW Offices, in an enclosed, non-windowed office in a smoke-free environment. The work schedule is Monday through Friday. Telework with in-person attendance based on the operational needs of the position may be allowed through a DDW management approved telework work plan, which must support and align with DDW's mission and work priorities. Evening and weekend work may be necessary for specific projects to achieve the Division's core goals and objectives. Travel may 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