



Classification: Senior Environmental Scientist (Specialist)  
 Position Number: 880-300-0765-021

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 23-300-074	<b>Classification Title:</b> Senior Environmental Scientist (Specialist)	<b>Position Number:</b> 880-300-0765-021
<b>Incumbent Name:</b> Vacant	<b>Working Title:</b> Senior Environmental Scientist (Specialist)	<b>Effective Date:</b> January, 2024
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full Time	<b>CBID:</b> R10
<b>Division/Office:</b> Division of Water Rights		<b>Section/Unit:</b> Bay Delta Section 2
<b>Supervisor's Name:</b> Matt Holland		<b>Supervisor's Classification:</b> Environmental Program Manager I (Managerial)

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b>	<b>Date:</b>

**General Statement**

Under the direction of an Environmental Program Manager I (Managerial) 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**

The Senior Environmental Scientist (Specialist) serves as the lead project scientist for the State Water Board's project to establish and implement instream flow objectives in the Scott River and Shasta River watersheds and is responsible for reviewing, assessing, and performing biological and aquatic habitat studies, collecting and assessing water rights data, developing flow objectives and associated technical and environmental documents, overseeing grants and contracts, engaging with interested parties, participating on advisory groups, developing technical and plain language project materials, and presenting to diverse audiences.



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<b>Essential Functions (Including percentage of time):</b>	
25%	Lead complex biologic and aquatic habitat assessments, evaluation of instream flow studies and public trust resource needs, office and field investigations to collect and interpret data and studies relating to aquatic species, stream flow, water quantity and quality relationships, and water use.
20%	Provide technical expertise and lead development of flow objectives, technical scientific basis documents, regulations, and policies to protect public trust resources and other beneficial uses of water.
20%	Lead preparation of California Environmental Quality Act documents to evaluate impacts of flow objectives and other measures on biological resources, aquatic habitat, and other beneficial uses of water.
15%	Independently compile, evaluate, and prioritize existing California water rights.
15%	Engage with interested parties and California Native American Tribes, develop technical and plain-language materials, prepare and give presentations to diverse audiences, brief executive management and State Water Board members and participate in State Water Board meetings, oversee public workshops and meetings, participate on advisory groups, and oversee contracts and grant agreements.
<b>Marginal Functions (Including percentage of time):</b>	
5%	Perform other duties as required.
<b>Typical Physical Conditions/Demands:</b>	
The job requires extensive use of a personal computer and the ability to sit/stand at desk, use a phone, and type on a keyboard for extended periods of time. Ability to lift 25 pounds, bend and reach above shoulders to retrieve files and/or documents. When in the field, the job requires navigation of uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday.	
<b>Typical Working Conditions:</b>	
When working in the office, the incumbent works on the 14th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Evening and weekend work may be necessary during the year. Travel may be required locally and within the state.	



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**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 Statement**

I have discussed these duties with my supervisor and have been provided a copy of this duty statement. I certify I have read, understand, and can perform the duties of this position either with or without reasonable accommodation\*.

*\*A Reasonable accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or her job or to enjoy an equal employment opportunity. (If you believe reasonable accommodation is necessary, check yes. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Reasonable Accommodation Coordinator.)*

Do you need a reasonable accommodation to perform the essential functions of this position?

**YES**       **NO**

Employee Name	Employee Signature	Date