

DUTY STATEMENT

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Employee Name: Vacant	Current Date: May, 2024
Classification: Air Resources Supervisor I	Position #: 673-920-3762-012
Division/Office: Sustainable Transportation and Communities Division /Advanced Clean Cars Branch	CBID: S09
Section: ZEV Infrastructure	
Supervisor Name: Michael McCarthy	Supervisor Classification: Air Resources Supervisor II

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date:

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date:

SPECIAL REQUIREMENTS OF POSITION (IF ANY):

- Designated under Conflict of Interest Code.
- Duties performed may require pre-employment physical.
- Duties performed may require drug testing.
- Duties require participation in the DMV Pull Notice Program.
- Requires the utilization of a 32-pound self-contained breathing apparatus.
- Operates heavy motorized vehicles.
- Requires repetitive movement of heavy objects.
- Works at elevated heights or near fast moving machinery or traffic.
- Performs other duties requiring high physical demand. (Explain below):
- Duties require use of hearing protection and annual hearing examinations.

SUPERVISION EXERCISED

<input type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input checked="" type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

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FOR SUPERVISORY POSITIONS ONLY: Indicate the number of positions by classification that this position DIRECTLY supervises:

1 Staff Air Pollution Specialist, 1 Air Pollution Specialist, and 3 Air Resources Engineers

Total number of positions in Section/Branch/Office for which this position is responsible: 5

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION: The Zero Emission Vehicles (ZEV) Infrastructure Section is responsible for developing and implementing policies for electric charging and hydrogen refueling infrastructure to support passenger vehicle electrification markets, including actions to support the ZEV Regulation.

The ZEV Infrastructure Section leads hydrogen station testing projects as well as network analysis in support of AB 8 in partnership with the California Energy Commission (CEC), leads the assessment of ZEV infrastructure investments, including the plans prepared by Electrify America, and works with the Department of Housing and Community Development (HCD) to propose building standards to facilitate charging. In addition, the section participates on several SAE and ISO committees developing vehicle-to-charger communication standards and conformance tests, coordinates with the CEC on accessibility to charging networks, and evaluates the interaction of vehicle-to-home/grid activities with California Air Resources Board's (CARB's) electric vehicle battery durability requirements. This section also includes engagement with the Governor's Office, other State agencies, and public-private initiatives such as the California Fuel Cell Partnership through information exchange, technical analysis, and public outreach.

CONCEPT OF POSITION: Under direction from the Air Resources Supervisor (ARS) II, the ARS I of the ZEV Infrastructure Section mentors' staff, reviews staff work products, and performs administrative functions to ensure the effective operation of the section. Section projects primarily involve technical, environmental, and economic assessments of electric charging and hydrogen station networks, as well as fuel cell electric vehicles. Section projects also include actions to improve the interaction between ZEVs and their associated infrastructure such as standardizing vehicle communication with electric charging equipment and providing technical support for development of equipment to ensure the quality of dispensed hydrogen fuel. The ARS I also oversees staff team interaction with government agency partners, interaction with industry stakeholders, as well as research contracts. An important part of the ARS I role will be project management and adherence to project timelines, and to coordinate closely with the other sections in the branch to support vehicle regulatory programs.

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<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
35%-E	Advise staff and review reports/data for ZEV infrastructure. This includes analysis to support Advanced Clean Cars (ACC) II rulemakings and support for the HyStep hydrogen station testing device, monitoring/developing standardization requirements for vehicle-to-charger communication, assessing state EV charging networks to support the passenger vehicle fleet in partnership with the CEC and California Public Utilities Commission (CPUC), working with HCD to propose building standards to support Electric Vehicle (EV) charging, and reviewing data for ZEV infrastructure projects in CARB's Low Carbon Fuel Standard.
25%-E	Manage and monitor staff workload and assignments ensuring the section meets established milestones and project deadlines and produces high-quality work products, while enabling staff to develop skills and experiences. This includes making recommendations and decisions on staff assignments; developing norms for work products; monitoring work; evaluating staff performance; ensuring that staff have resources needed for work; creating a supportive, creative, and diverse work environment; dealing with conflicts; providing opportunities for staff training and development; and ensuring the section meets CARB and Division policies and procedures.
15%-E	Advise staff and review reports and modeling analysis of hydrogen fueling station regional networks and grant solicitations for State funding under Assembly Bill 8 (Statutes of 2013). This involves technical and policy analysis for passenger vehicle hydrogen station networks. Guide staff projects to conform with AB 8 requirements, and to retain a strong partnership with the Energy Commission and other State agencies.
15%-E	Represent the ZEV infrastructure program activities and build relationships across CARB as well as with organizations through formal event presentations and stakeholder engagement.
10%-M	Other duties as needed, including overseeing budget and contract proposals, evaluating program implications of proposed budgets and legislation, responding to public inquiries, and reviewing external reports.