

DUTY STATEMENT

DFW 242A (REV. 07/18/22)

Department Statement:

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE WFD/Wildlife Branch	POSITION NUMBER (Agency-Unit-Class-Serial) 565-035-5578-905
UNIT NAME AND LOCATION Wildlife Health Laboratory/Rancho Cordova	CLASS TITLE Research Scientist I (Limited Term)
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS
 Under supervision of the Environmental Program Manager I of the Wildlife Health Laboratory, the incumbent will plan, organize, and carry out scientific research studies of limited scientific scope and complexity; will contribute to studies which improve genetic management of wildlife populations in California. This limited term position supports the implementation of a FY24/25 federal grant (G2498042) and meets the operational need to complete the grant obligations (1-2 year projects). In addition, the incumbent will serve as a team member on scientific projects and investigations or act as a technical scientific consultant on a specific phase of a more complex scientific study; as directed make decisions in a very limited or restricted area of genetics; solve problems using standard principles, procedures, and techniques for genetics when fully trained. Duties include, but are not limited to the following essential functions:

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
40%	<p>ESSENTIAL FUNCTIONS:</p> <p>Core Program Support: Support the California Department of Fish and Wildlife (CDFW) Wildlife Genetics Research Unit in the Wildlife Health Laboratory in generating and interpreting genomic data sets suitable for assessing genetic variation among mule deer (<i>Odocoileus hemionus</i>) populations statewide. Specifically, assist with a state-funded California Conservation Genomics Project investigation, including bioinformatic processing of Illumina short-read data, and analysis of Single Nucleotide Polymorphism (SNP) variants to determine genomic diversity and adaptive differentiation between populations from contrasting natural environments.</p>
25%	<p>Mountain Lion Genetics: Generate and interpret SNP data sets suitable for regional estimates of kinship and genetic relatedness among mountain lions (<i>Puma concolor</i>) in California. Specifically, optimize SNP-based analyses of kinship and infer familial relationships between individual animals using pedigree-based or graph theory methodologies. Interpret results in the context of mountain lion breeding behavior, social interactions, and severity of close inbreeding as it pertains to genetic management.</p>
25%	<p>General Project Support: Generate scholarly outputs, including publications in scientific and departmental journals, give presentations at scientific, internal, or public meetings. Assist with preparation of grant applications in support of this, or closely related projects. Assist with shipping and transport of samples or carcasses to the Departmental laboratory. Assist with organization of laboratory facilities and equipment. Provide sampling material support for field work and research activities of collaborating field biologists.</p>

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<p>10%</p>	<p><u>NON-ESSENTIAL FUNCTIONS:</u></p> <p>Provides support for training classes and workshops. Performs administrative tasks including tracking of time worked. Assists with procurement of laboratory equipment and services, assists with sample cataloging and archival.</p> <p><u>DESIRABLE QUALIFICATIONS:</u></p> <p>Special Personal Characteristics: Professional, with the ability to conduct research independently, thoroughly, and with attention to detail and adherence to deadlines. Experience with genome sequencing using the Illumina platform, as well as knowledge of the bioinformatics tools necessary for processing high-throughput sequencing data (LINUX, PERL/PYTHON, cloud computing). Familiarity with or ability to learn programs for statistical and spatial analyses of genomic data. Familiarity with laboratory information management techniques.</p> <p>Interpersonal Skills: Work independently and in a team setting. Show courtesy, respect, and tact towards co-workers, collaborators, and members of the public. Excellent time management skills.</p> <p><u>WORKING CONDITIONS:</u></p> <p>This position spends about 75% of the day working in a fixed location at a desk at a computer. Computer work requires using a keyboard frequently. Workdays may include weekends, odd hours, and be time sensitive. Laboratory bench work involves sitting for several hours a day but may involve walking or standing for brief periods. Ability to lift heavy and irregular items (up to 40 lbs.) required. Possession of a valid driver license required. Must attend occasional Departmental meetings, and scientific meetings, to communicate research results. In addition to working with Sacramento-based staff, may interact with Regional staff via e-mail and telephone. This is a full-time limited term position for 2 years. The position may become permanent.</p>	
<p>SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</p>		
<p>PRINT SUPERVISOR'S NAME Garry Kelley</p>	<p>SUPERVISOR'S SIGNATURE</p>	<p>DATE</p>
<p>EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.</p>		
<p>PRINT EMPLOYEE'S NAME</p>	<p>EMPLOYEE'S SIGNATURE</p>	<p>DATE</p>