

DUTY STATEMENT

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Employee Name: Vacant	Current Date: May 17, 2024
Classification: Staff Air Pollution Specialist	Position #: 673-450-3875-019
Division/Office: Industrial Strategies Division/ Carbon Management Branch	CBID: R09
Section: Nature-Based Strategies Section	
Supervisor Name: Adam Moreno	Supervisor Classification: Air Resources Supervisor I

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 checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input 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: N/A

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

FOR LEADPERSONS OR TEAM LEADERS ONLY:

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

MISSION OF SECTION:

The California Air Resources Board (CARB) is the State agency responsible for reducing greenhouse gas (GHG) emissions for the State of California. It is CARB's responsibility to develop a strategy for California to be carbon neutral by 2045, implement policies to achieve carbon neutrality, and to track progress towards that objective. As part of this effort, Natural and Working Lands (NWL) are a critical component of California's climate change mitigation strategy. The Nature-Based Strategies Section (NBSS) uses data and scientific inference to inform and develop cutting-edge statewide nature-based climate policies and programs addressing the role of forests, shrublands, grasslands, croplands, deserts, wetlands, and developed lands within California's boundaries, NBSS works in close coordination with other California State agencies and supports the development of nature-based carbon removal targets, tracks progress towards these targets, evaluates the viability of various strategies, and supports the development of requirements to ensure the integrity of nature-based carbon removals. The section is also responsible for developing nature-based climate solutions that support a broad range of State environmental and economic goals including water, biodiversity, adaptation, resiliency, and air quality and helps to advance national and international efforts on nature-based climate solutions.

CONCEPT OF POSITION:

Under the general direction of the Air Resources I, the Staff Air Pollution Specialist (SAPS) applies scientific methods and principles to lead the identification, study, and mitigation of air pollution and GHG emissions. The SAPS designs, conducts, and evaluates methods to reduce GHG emissions from natural and working lands and improve carbon sequestration on natural and working lands. The SAPS will lead CARB's efforts to track the progress of statewide nature-based climate action and quantify the impacts. The SAPS will lead CARB's coordination with other agencies to obtain and analyze land management actions working closely with local, state, and federal agencies. The SAPS will lead stakeholder engagement through workshops, public facing presentations, written materials and reports. The SAPS will also lead the creation of web-based materials that provide access to the results and data of the section's technical work.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30% - E	Lead and collaborate with CARB staff developing and implementing methods for assessing the environmental and societal impacts of nature-based land management actions. Act as CARB's scientific lead for tracking progress towards California's Nature Based Solutions targets. Work with state and federal agencies to develop data-based methods to quantify the impacts of land management actions. Provide recommendations to

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	advance California’s use of nature-based solutions to mitigate climate change.
30% - E	Lead interagency collaborative efforts to collect, assess, and report statewide land management activity. Develop data and reporting systems to track the implementation and progress of management actions. Lead the development of information technology needs supporting distribution of information for the public. Define the technical requirements necessary for systems to store, analyze and distribute data and provide internal and public reporting. Using the data and systems, identify and provide insights on the impacts of activity and progress towards California’s Nature Based Solution targets. Lead section staff to summarize, visualize, and distribute data through CARB’s websites and other agencies systems.
20% - E	Engage with land managers and other stakeholders to develop and disseminate information on land management actions and the reporting of actions taken and impacts realized. Lead public workshops on program activities and progress, providing transparency on statewide activities for the public.
15% - E	Lead the development of rules, protocols or regulations as appropriate to support the development of reporting systems and requirements. Coordinate staff teams developing materials and ensuring public input into the development of rules, protocols and regulations.
5% - M	Mentor agency staff on the analysis of scientific data and communication efforts. May perform other duties within the scope of the classification as required.