



Classification: Environmental Scientist
 Position Number: 880-140-0762-005

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-140-009	Classification Title: Environmental Scientist	Position Number: 880-140-0762-005
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full-time	CBID: R10
Division/Office: CRWQCB – Los Angeles		Section/Unit: TMDL & Nonpoint Source
Supervisor’s Name: Elisha Wakefield		Supervisor’s Classification: Senior Environmental Scientist, Supervisory

Human Resources Use Only:	
HR Analyst Approval: Danielle Klemencic	Date: 12/09/2024

General Statement
Under the close supervision of a Senior Environmental Scientist, Supervisory 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 Environmental Scientist (ES) will be a member of the Nonpoint Source Pollution and TMDL Unit, working on complex water quality issues throughout the Los Angeles Region. The incumbent will be the program lead for the Irrigated Lands Regulatory Program in the Los Angeles Region. The ES is required to work independently and as part of a team, communicate effectively, and manage multiple tasks. Daily proficient utilization of office equipment and the Microsoft Office Suite is required. The ES is required to regularly perform site inspections.
Essential Functions (Including percentage of time):



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40%	Conduct technical and administrative activities associated with implementation of the Region's Waste Discharge Requirements (WDRs) for Discharges of Waste from Irrigated Agricultural activities. Assess compliance and conduct formal and informal enforcement as necessary. Manage database to track WDR enrollment, water quality monitoring, and implementation of Best Management Practices (BMPs). Evaluate water quality monitoring data. Review monitoring plans and reports to ensure that dischargers comply with monitoring requirements, including proper quality assurance/quality control (QA/QC). Evaluate levels of contaminants in water samples and compare them to regulatory thresholds. Identify sites causing excessive pollutant loads to surface waters.
25%	Provide information and outreach to the regulated community through phone calls, written correspondence, and workshops.
20%	Conduct Site investigations to assess compliance with water quality standards and BMPs. Complete inspection reports. Coordinate with other agencies and Regional Board units to resolve problems and provide recommendations for improvements and modifications to BMPs to address problems.
Marginal Functions (Including percentage of time):	
10%	Organize and participate in public workshops and give oral presentations before the Board, other agencies, and groups.
5%	Perform other duties as required.
Typical Physical Conditions/Demands:	
The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday.	
Typical Working Conditions:	
The work schedule is Monday through Friday. The incumbent may be eligible for a hybrid office-telework position based on Unit needs; current in-office requirement is two days a week in-office. While at the office, the incumbent works on the 2nd floor of an office building in downtown Los Angeles, in an enclosed, non-windowed office cubicle in a smoke-free environment. 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 Name	Employee Signature	Date