



Classification: Environmental Scientist
 Position Number: 880-110-0762-063

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-110-025	Classification Title: Environmental Scientist	Position Number: 880-110-0762-063
Incumbent Name: Vacant	Working Title: Environmental Scientist	Effective Date: TBD
Tenure: Permanent	Time Base: Full-Time	CBID: R10
Division/Office: North Coast Regional Water Quality Control Board/Santa Rosa or Eureka		Section/Unit: Agriculture & Enforcement Division/Northern Agriculture Unit
Supervisor's Name: Vacant		Supervisor's Classification: Senior Water Resource Control Engineer

Human Resources Use Only:	
HR Analyst Approval: Danielle Klemencic	Date: 02/04/2025

General Statement
Under the close supervision of a Senior Water Resource Control Engineer 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 is responsible for providing timely and professional assistance to the regulated community and the public and staff within the Department, by phone, e-mail, mail and in person. The Environmental Scientist is required to work independently, communicate effectively, manage multiple tasks and become proficient in their duties working on a variety of projects in an extremely sensitive program (Cannabis). Proficient utilization of vehicles, field equipment, office equipment and Microsoft Office Suite is required.
The incumbent will apply scientific methods and principles to investigations to evaluate the effectiveness of water quality best management practices including erosion and sediment control, pollutant containment, wetland and riparian area protection, and endangered species protection. The incumbent will evaluate water diversions and conduct hydrologic analyses associated with cannabis



cultivation. The incumbent will evaluate other threats to ground water or surface water such as improper use and storage of fertilizers, petroleum products and pesticides.

Essential Functions (Including percentage of time):

35%	<p>Conduct field investigations jointly with local, state or federal agency staff and law enforcement officials at sites where wastes, including toxic or hazardous materials are stored, discharged or threatened to be discharged. Identify violations of water quality laws and regulations and evaluate compliance with the Cannabis Cultivation Policy and other plans, policies and permits. Inspections include the identification of areas of erosion and sediment transport, evaluation of construction activities best management practices, disturbed area and review of onsite watercourse crossings to assess proper installation and maintenance. Interview responsible parties and their consultants, including engineers and other related witnesses and evaluate their testimony. Document observations related to impacts or threatened impacts to water resources, including observed impacts and threatened impacts to aquatic habitat and the aquatic ecosystem with a written report and accompanying pictures, mapping, and sampling results, as applicable. Coordinate with the State Water Board's Division of Water Rights, as needed, regarding surface water diversions and related water rights activities and issues. Identify cannabis cultivation sites through task force strategy meetings, aerial reconnaissance efforts or imagery analyses or in response to complaints received through other channels of alleged pollution or other conditions contributing to water quality degradation and make appropriate recommendations for abatement and/or prevention. Complete and update hazard evaluation plans, as appropriate, prior to field investigations; perform proper care and maintenance of personal health and safety equipment; participate in appropriate training to perform required work assignments safely; and performing only those duties for which proper training, equipment, medical approval and authorization have been granted.</p>
25%	<p>Prioritize enforcement cases with California Department of Fish and Wildlife (CDFW) and other state, federal, and local agencies. Work with other Water Boards' staff and legal counsel, the District Attorney's office or the Attorney General's office in the development and implementation of administrative enforcement and other formal and informal enforcement actions associated with discharges of waste from cannabis cultivation and related activities and illegal diversion and storage of surface waters as needed. Draft formal and informal enforcement actions, obtain management and legal review, finalize documents for issuance or adoption by the Regional Water Board. Prepare and perform presentations as needed. Review evidence and plans provided by Dischargers in response to enforcement actions and evaluate adequacy. Consult with Dischargers and other agencies to resolve violations and cleanup efforts. Conduct follow up inspections to obtain additional evidence to support enforcement action and to verify resolution of violations. Provide expert testimony to the Regional Water Board or in court, as necessary.</p>



20%	Investigate impacts to wetland areas, including forensic investigations to evaluate loss of wetland beneficial uses, and delineate existing wetlands using the Army Corps of Engineers Wetlands Delineation Manual, and review of available data on plants, hydrology, and soils. Review evidence collected in the field, aerial imagery and other records to evaluate wetland conditions on cannabis cultivation sites. Document findings to support enforcement cases and restoration efforts, including photographs, maps and other supporting data. Collaborate with local, state, and federal government agencies, and the public in coordinating oversight of investigations for rehabilitation activities at cannabis cultivation sites. Implement the goals of the Policy in Support of Restoration in the North Coast Region. Develop procedures for the investigation of wetland impacts and train other staff on their implementation.
15%	<p>Participate in meetings or in interviews with other state agencies, local governments, dischargers, consultants, the public, the media and others. Use communication skills and scientific knowledge to clarify and/or interpret Board policy and water quality standards. Present oral reports to the Board or other governing or regulatory boards and the public, as directed. Prepare maps, graphics, PowerPoints, and other visual aids for presentations as appropriate. Distribute/discuss informational and educational resources and provide technical information to members of other agencies, the public and the media. Maintain and update records in various databases such as the California Integrated Water Quality System (CIWQS), the Cannabis Identification and Prioritization System (CIPS), Geotracker, and the Water Boards' Electronic Content Management (ECM) system by analyzing applications, permits, inspection reports, project plans, and other documents and data. Interface and collaborate with other technical and administrative staff to assure accurate and timely entry of information and documents into appropriate database and filing systems.</p> <p>Implement the North Coast Water Boards' Racial Equity Resolution. Duties include building relationships with internal and external partners, performing outreach and improving communication with all members of the public to promote equity and equal access to the beneficial uses of water.</p>

Marginal Functions (Including percentage of time):

5%	Perform other duties as required.
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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, carry more than 50 lbs., standing/sitting for long periods of time and bending and reaching to access office materials.

Typical Working Conditions:

The incumbent works in an office building in an enclosed, non-windowed office cubicle in a smoke-free environment and at cannabis cultivation sites. The work schedule is Monday through Friday.



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The above work may involve working near toxic and hazardous materials. This position requires extensive travel to remote locations and hiking in mountainous areas under all weather conditions that may exceed eight (8) hours per day.

The position will be in one of the following two locations: 1) Main office location: 5550 Skylane Blvd., Suite A, Santa Rosa, CA 95403; **or** 2) Northern Field office location: 930 6th Street, Eureka, CA 95501.

Work Location (Sonoma or Humboldt County), United States.

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