



Classification: Environmental Scientist  
 Position Number: 880-250-0762-243

**DUTY STATEMENT**

CURRENT       PROPOSED

<b>RPA Number:</b> 24-250-086	<b>Classification Title:</b> Environmental Scientist	<b>Position Number:</b> 880-250-0762-243
<b>Incumbent Name:</b> VACANT	<b>Working Title:</b> Environmental Scientist	<b>Effective Date:</b> February 2025
<b>Tenure:</b> Permanent	<b>Time Base:</b> Full Time	<b>CBID:</b> 10
<b>Division/Office:</b> Division of Water Quality		<b>Section/Unit:</b> Forest and Wildfire Resiliency Unit
<b>Supervisor's Name:</b> Michael Hanks		<b>Supervisor's Classification:</b> Senior Environmental Scientist (Supervisory)

<b>Human Resources Use Only:</b>	
<b>HR Analyst Approval:</b>	<b>Date:</b>

<b>General Statement</b>
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.
<b>Position Description</b>
The incumbent will work as an Environmental Scientist in Forestry and Wildfire Resiliency Unit to perform statewide implementation of vegetation treatment activities related to impacts of wildfire and forestry and the protection of water quality and beneficial uses of water as outlined in water quality control plans and policies.
<b>Essential Functions (Including percentage of time):</b>



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25%	Serve as a statewide scientific liaison for the Water Boards assisting in the development and implementation of the Forestry Activities Program (FAP) and Wildfire and Forest Resilience Program. Collaborate with the Regional Boards and other state and federal agencies (e.g.; California Department of Forestry and Fire Protection [CAL FIRE], State Board of Forestry [BOF]; U.S. Department of Agriculture Forest Service [USFS]; and U.S. Department of Interior Bureau of Land Management [BLM]) in carrying out scientific forestry and wildfire related activities to ensure and improve water quality protection and restoration.
25%	As part of an interdisciplinary team, develop and implement statewide vegetation treatment and wildfire mitigation activities including developing and implementing permits, inspecting, complaint follow-up, and arranging for annual written and verbal status reports from management agencies. Travel to remote locations and inspect permitted and other forest health projects, document observations, report on program progress to management, and enter data into statewide tracking database.
20%	In collaboration with other internal divisions, other state, local and federal agencies, and other external stakeholders, assist in the development of Water Board policies and procedures necessary to preserve and protect water quality and address waste discharges from forestry and wildfire management activities. Develop and update plans and policies such as Water Quality Management Plans (WQMPs), and Management Agency Agreements (MAAs) to address requirements pursuant to State and Federal water quality statutes and regulations (e.g. Clean Water Act, Porter-Cologne Water Quality Control Act, National Environmental Policy Act [NEPA], and California Environmental Quality Act [CEQA]). Review proposed changes in State legislation (e.g.; CAL FIRE and BOF regulations) and USFS authorities for their program and fiscal impacts and report the findings. Identify opportunities for better integration and coordination of public and private sector activities in protecting water quality in wildlands.
<b>Marginal Functions (Including percentage of time):</b>	
10%	Participate with and support Regional Boards, State Board-designated management agencies, and other parties in their statewide/regional efforts to improve best management practices (BMPs) and their implementation through: (1) proposing legislation and promulgating appropriate regulations, standards, and BMPs; (2) assisting management in obtaining appropriate program and budget authority and stable sources of funding; (3) developing BMP implementation processes; (4) implementing, and tracking monitoring programs; and (5) developing and implementing training programs and technical for agency personnel, professionals, business, and other interested parties.



10%	Represent the Water Boards in outreach and engagement efforts, including giving presentations, facilitating meetings and workshops, and conducting Tribal consultations. Conduct equitable community and Tribal outreach and engagement, establish and maintain partnerships, and foster open communication for voices from historically underserved and disadvantaged communities, including conducting outreach and analyses and developing findings consistent with Water Code section 13149.2. Conduct programmatic assessments and identify actions to implement the Water Board’s Racial Equity Resolution, Racial Equity Action Plan, Human Right to Water Resolution. In cooperation with the Communications Office and the Office of Public Participation develop talking points, presentations, and outreach material for members of the media and the public.
5%	Attend and facilitate interagency meetings, summarize meeting outcomes for management, study and summarize forest health and wildfire scientific studies.
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. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents. Navigate uneven, rugged terrain for extended periods of time, in extreme temperatures throughout the workday, traverse over uneven and possibly steep or wet terrain at project sites, standing/sitting for long periods of time, etc.

**Typical Working Conditions:**

This position is located on the 15th floor of a high-rise office building in downtown Sacramento, in an enclosed, non-windowed office cubicle in a smoke-free environment. The work schedule is Monday through Friday. Travel may be required locally and within the state. Distances up to three or more hours each way may lead to early mornings and late nights; overnight travel to reach some meeting or field locations could occur; occasional travel of two or more days per month. A valid California Driver’s License is required. This position is required to be in the State Water Resources Control Board office two days per week and with the option to telework the remainder of the time as duties allow and with supervisor approval.

**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



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Employee Name	Employee Signature	Date