



State of California
California Energy Commission
DUTY STATEMENT
CEC-004 (Revised 5/2023)

Classification(s): Energy Commission Specialist II (TED)

Working Title: Staff Biologist

Position Number: 535-760-4185-XXX

Division/Branch or Office: Siting, Transmission and Environmental Protection Division / Siting and Environmental Branch / Biological Resources Unit

Collective Bargaining Identifier (CBID): R10

Work Week Group (WWG): E

Date Approved: October 29, 2024

Conflict of Interest (COI): Yes No

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Biological Resources Unit Supervisor, the Energy Commission Specialist II (ECS II) will independently perform technical analyses for the most highly complex and extremely sensitive energy facility projects and planning studies in the areas of biological resources and natural resources conservation. The ECS II works independently as a subject matter expert to formulate and develop solutions to extremely difficult and controversial issues on a wide range of projects.

The ECS II provides complex technical expertise evaluating the environmental effects of proposed energy facilities, policies and plans for energy development in order to satisfy the requirements of the Warren-Alquist Act and the California Environmental Quality Act (CEQA). The ECS II may also act as a working team leader or as a lead person over a group of technical specialists or on the most complex projects.

Essential Duties

30% **Deliverables and Dissemination of Technical Knowledge:** As a subject-matter expert, prepare independent environmental impact assessments in the areas of biological resources and natural resources conservation for extremely difficult and complex power plant applications for certification, small power plant exemptions, notices of intention and other Commission reports. The final analyses for power plant cases include the preparation and presentation of expert technical testimony, which is presented at Commission hearings. The

ECS II may be called upon to coordinate the efforts of other analysts or researchers on other energy projects.

- 20% **Technical Analysis:** Identify, describe, and analyze the most complex issues related to biological resources and natural resources conservation, electrical energy production and transmission facilities, alternative energy technologies, energy research and development, and other Commission programs and policies. This includes the preparation of sections of initial studies, environmental impact reports, and Commission reports.
- 15% **Technical Assessments:** Evaluate the most complex power plant compliance with conditions of certification related to biological resources and natural resources conservation. Review and analyze power plant amendments and project changes to previous applications.
- 10% **Stakeholder Engagement:** Coordinate and work with federal, state, regional and local governments; environmental organizations and universities; special interest groups; Native Americans; and members of the general public to ensure their input into Commission programs.
- 10% **Project Management:** Organize and conduct workshops and meetings concerning Commission projects, programs, and policies with staff, project applicants, the utilities, governmental agencies, private organizations, tribal representatives, and the public.
- 10% **Research:** Evaluate existing and proposed laws, ordinances, regulations, standards, and policies pertinent to biological resources and natural resources conservation aspects of proposed energy facilities and Commission programs.

Marginal Duties

- 5% Perform other duties as required, consistent with the specifications of the classification.

Working Conditions

The CEC supports a hybrid workplace model with office-based and remote-centered workers. Limited in-person attendance and occasional travel may be required based on the needs of the division. Regular and consistent attendance is essential to successful performance. Work hours beyond the eight-hour workday or forty-hour workweek may at times be required. This position is remote-centered, which means the incumbent works 50 percent or more of their time from an alternate work location.

Diversity and Inclusion Statement

Serving all Californians, the CEC embodies diversity, equity, and inclusion, and has taken an active and meaningful role in creating an environment that enables each employee to thrive.

Employee's Acknowledgement: I certify that I am able to perform, with or without the assistance of a reasonable accommodation, the essential duties of this position.

Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____



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Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): Ann Crisp

Supervisor's Signature: _____ **Date:** _____