

**JOB DESCRIPTION AND POSITION CLASSIFICATION**

CLASSIFICATION <b>Senior Environmental Scientist (Sup)</b>		DWR POSITION NUMBER <b>0370-0764-504</b>	SAP POSITION NUMBER <b>50001436</b>	MCR
APPOINTEE <b>VACANT</b>		SAP PERSONNEL NO.	DIVISION/SECTION <b>DISE/ Continuous Environmental Monitoring</b>	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input type="checkbox"/> Supervisory Related BU: <input checked="" type="checkbox"/> Confidential Related BU: <input type="checkbox"/> Rank and File BU: <input type="checkbox"/> <b>S10</b>				
RESPONSIBILITIES EXERCISED <input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) <b>Shaun Philippart</b>	SUPERVISOR'S CLASSIFICATION <b>Environmental Program Manager I</b>	
APPROVED BY (Personnel Analyst's Name) <b>Alyssa Hurn</b>			DATE <b>04/10/2025</b>	
<i>Percent of Time</i>	<i>Activity</i>			
	<b>POSITION SUMMARY</b> As Manager of the Continuous Environmental Monitoring (CEM) Unit, in the Environmental Monitoring and Assessment (CEMA) Section, of the Division of Science and Engineering, the incumbent is responsible for ensuring that the data collection, reduction, and reporting mandate of a water right decision, issued to the Department of Water Resources (DWR) by the State Water Resources Control Board, is fulfilled, and that follow up special studies are conducted in response to monitoring findings and the needs of management.			
	<b>ESSENTIAL FUNCTIONS</b> This position requires the incumbent follow DWR policies and procedures, work cooperatively with others, maintain regular, consistent attendance, possess excellent planning and organizational skills, exercise good judgment, and follow DWR safety policies. The incumbent will perform the following specific essential functions:			
<b>35%</b>	Lead, plan, organize, evaluate and direct CEM Unit staff and activities in order to develop and maintain a highly skilled professional staff to meet DWR's mission through: planning, assigning and distributing work, monitoring and evaluating performance, preparing annual Appraisal & Development reports, determining training needs and approving training requests, implementing the three phases of progressive discipline, verifying and approving employee's attendance and leave requests, interviewing and hiring qualified employees, understanding employee's rights with regards to labor relations, and leading by example.			
<b>25%</b>	Lead and coordinate field efforts for mandated field runs to (1) conform to compliance with Bay-Delta water quality objectives; (2) identify significant changes in water quality parameters in relation to operation of the State Water Project (SWP) or the Central Valley Project (CVP), (3) reveal trends in ecological changes potentially related to operations, and (4) coordinate with DWR Management and other state and federal agencies in response to ecological crises. Manage and direct CEM Unit staff to ensure the proper collection, processing, storage and analysis of water-quality and environmental samples. Provide CEM Unit staff support			
SUPERVISOR'S STATEMENT: <b>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>				
SUPERVISOR'S NAME (Print) <b>Shaun Philippart</b>		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: <b>I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.</b>				
EMPLOYEE'S NAME (Print)		EMPLOYEE'S SIGNATURE ➤		DATE

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(Cont.)	with the development of new metadata, Standard Operating Procedures and QA/QC procedures and documentation processes. Travel to field and work sites may require driving a personal or State vehicle on or off road, potentially on uneven, rugged terrain. May independently conduct extremely complex environmental analyses and review boat and other field surveys to determine the ecological impact of the State and federal water projects on the Delta and its tributaries.			
20%	Serve as a technical resource on water quality, environmental monitoring, the formulation of special studies, and field logistics for DWR staff, Interagency Ecological Program (IEP) partners and other governmental agencies. Provide training and guidance to others in the development and implementation of water quality, environmental and special study programs. Develop innovative solutions for difficult environmental management problems. Participate in the IEP's Science Management Team, evaluate scientific project proposals, and act as lead and participate in IEP Project Work Teams. Represent the Branch and Section at meetings, workshops, and hearings held to discuss research findings.			
15%	Ensure that the quality of all water-quality and environmental data generated and processed are appropriate to their intended use, are scientifically valid, comparability and where appropriate legally defensible. Coordinate with regulating agencies such as: the State Water Resources Control Board (SWRCB) and California Water Quality Monitoring Council (CWQMC) to meet reporting requirements under D-1485, D-1641, and California State Senate Bill 1070. Ensure that data are available for public display in a timely manner by establishing and enforcing guidelines and procedures to assure that quality assurance is used in the section's chemical and physical measurements, data collection, and data measurements as required by DWR's Water Resources Engineering Memorandum No. 60.			
5%	Participate in technical reviews of other water-quality and environmental programs; ensure publications and other technical communications released by BDMA personnel comply with DWR policy; and ensure that all personnel involved in water-quality and environmental activities are adequately trained, mentored, and supervised to conduct such activities. May act for the Branch Manager as needed.			
	SPECIAL REQUIREMENTS			
	The position requires that the incumbent have the ability to:			
	1) Establish and maintain cooperative and collaborative working relationships as part of an interdisciplinary and interagency team.			
	2) Utilize a personal computer to review and analyze scientific data for accuracy and compliance. and reach sound conclusions and take effective action. Knowledge of standard statistical methods are highly desirable.			
	3) Speak and write effectively and make periodic technical presentations to public groups and agencies.			
	4) Maintain a level of professional integrity and trustworthiness commensurate with responsibilities.			

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		<p><b>5) Possess a valid California driver's license in order to drive to various field sampling locations and meetings.</b></p> <p><b>6) All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</b></p> <p><b>7) The Department of Water Resources (DWR) is committed to its mission and employees, and we are grounded in our commitment to public safety. DWR offers a hybrid workplace model that is designed to support a workforce of both office-centered and remote-centered workers. Regular and consistent attendance - whether office-centered or remote-centered - is essential to the successful performance in this position.</b></p>					