



DUTY STATEMENT	
<b>Classification:</b> Senior Environmental Scientist (Specialist)	<b>Position Number:</b> 895-0765-002
<b>Division/Office/Section:</b> WPCMD/Permitting and Assistance Branch/Training and Assistance Section	
<b>Location:</b> Sacramento	<b>Effective Date:</b> 01/01/2015
<b>Employee's Name:</b>	<b>Supervision Exercised:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Supervisor's Name:</b>	
<b>Collective Bargaining Identifier (CBID):</b> R 10	

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing if both appropriate) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools and equipment; complete assignments in a timely and efficient manner; and, adhere to department policies and procedures regarding attendance, leave, and conduct. Position requires travel.

**POSITION DESCRIPTION:**

Under the general supervision of the Environmental Program Manager I (Supervisory) for the Training and Assistance Section, the incumbent will apply principles of scientific research, chemical, biological, physical and environmental sciences, environmental characteristics of waste materials and solid waste facilities and systems, and independently identify problems, develop courses of action, and conduct critical and/or sensitive scientific investigations and studies. The incumbent prepares guidance, policy, planning or regulatory documents and legislative proposals in matters related to the protection of public health, safety, and the environment through proper operation, design, and compliance of existing solid waste facilities, and new and emerging solid waste management technologies. The incumbent leads efforts, on behalf of the Permitting and Assistance Branch, to meet CalRecycle’s purpose, vision, or strategic directives, particularly those related to landfill management, permitting, research and development of technology, and training and development.

**ESSENTIAL FUNCTIONS**

- 30% Best Management Practices, Studies, Projects and Reports:** Takes on lead responsibility for the preparation of comprehensive statewide studies, projects and reports focused on solid waste facility operations, design and compliance issues. Provides the supporting scientific basis for one or more contracts annually required for certain studies or projects (e.g., Environmental Impact Report or other California Environmental Quality Act document) including, but not limited to, developing Scopes of Work prior to the execution of a contract and providing oversight of contractor tasks and products. Develops management reports, presentations and rulemaking documentation as needed. Works with stakeholders during the course of projects to refine and focus recommendations.
- 30% Technical Resource:** Provides resources on mitigations for potential impacts associated with solid waste facility operations. Provides technical input and participates on training activities, guidance development and web guidance on best management practices and mitigations. Act as consultant to other technical staff, management, and other agencies in matters related to proper operation, design, and compliance of existing solid waste facilities and new and emerging solid waste management technologies. Serves as a staff resource for application of solid waste handling and disposal laws found in the Public Resources Code and the California Code of Regulations.
- 20% Multidisciplinary Coordination and Collaboration:** Liaisons with local, regional, state and federal agencies to establish and maintain effective relationships relative to cross media solid waste related management practices and impacts. Gains cooperation and provides leadership in solution of problems germane to solid waste management issues. Works with stakeholder groups to address areas of concern. Represents the Program on various interdivisional committees, projects and task forces.
- 15% Training and Technical Assistance:** Acts as content expert on key facility or process issues focused on solid waste or compost facility operations, design and compliance issues. Provides resources for both internal and external stakeholders on best management practices for landfills, compost facilities, transfer and handling facilities relative to operations and controls. Provides technical input, serves as a speaker and collaborates on

design and implementation of training activities on best management practices and mitigations. Identify training needs and develop curriculum related to the implementation of new legislation and new regulations.

**MARGINAL FUNCTIONS**

**5%**    **Special Projects:** Manage or lead special projects as required, including meeting facilitation, preparation of briefing documents, or other duties as required.