UNIVERSITY OF RHODE ISLAND

Position description

TITLE: Diving Safety Officer

DIVISION: Academic Affairs/GSO

REPORTS TO: Director of Compliance (GSO/Research & Administration)

GRADE: 11

SUPERVISES: (Not applicable)

BASIC FUNCTION:

Administer the URI Scientific Diving Program. Work under the authority and direction of the Vice President for Research and the Diving Control Board (DCB), but reports to the Director of Compliance.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Maintain records for approximately 40 URI research divers in compliance with AAUS standards. These records include current status of diving proficiency, CPR, first aid, oxygen administration, and medical evaluation. Assist divers not in compliance to regain status.

Evaluate new diver candidates for program authorization, including administering a check-out dive, written test, current safety training and medical status. Prepare documentation and recommendation for presentation to the DCB.

Organize and schedule periodic training in CPR, first aid and oxygen administration.

Approve and facilitate dive plans. Generate and manage letters of reciprocity for multi-institutional projects.

Train (through both accredited courses and extra-curricular programs) to ensure safe and efficient operations.

Service program owned equipment; keep logs, records and documentation of equipment maintenance and use.
Teach an introductory for-credit SCUBA class (leading to open-water certification), and an advanced research diving class (leading to AAUS certification) annually.

OTHER DUTIES AND RESPONSIBILITIES:

Contribute to program development.

Perform other duties as assigned.

LICENSES, TOOLS, AND EQUIPMENT:

Personal computers and printers; word processing, database management; diving instructor certified by a nationally recognized agency and meeting AAUS standards.

ENVIRONMENTAL CONDITIONS:

This position may be exposed to adverse environmental conditions (in-water work).

QUALIFICATIONS:

Required: Bachelor’s degree; a minimum of five years’ experience as DSO or comparable professional diving operations safety/oversight. The following are also required: possession and maintenance of a diving instructor certification by a nationally recognized agency and meeting AAUS standards; demonstrated experience with academic research diving field operations; demonstrated experience with diving equipment maintenance and repair; demonstrated ability to perform in-water work; demonstrated strong interpersonal skills, and ability to communicate effectively, both orally and in writing.

Preferred: Master’s degree; demonstrated experience teaching in an academic setting; established local and regional professional network in the diving community spanning academic, private sector, and industrial parties that may contribute to program development; expertise in underwater research methods; a track record of program development experience as it applies to scientific diving; demonstrated strong leadership abilities, with the desire and vision to market and position the program as a resource for multi-disciplinary end-users throughout the state of Rhode Island; established professional affiliations and research collaborations; a publication record in the area of diving or diving-related science; expert knowledge and applied expertise in diving-related skills and technologies.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.