

# Classification and Qualification



# STANDARDS

The California State University System

## Diving Safety Officer

*Class Code 6970*

*Date Established 06-30-78*

*Occupation Index Reference H-1*

### **DEFINITION:**

Under the general direction of an academic or administrative head, the Diving Safety Officer performs a variety of support duties associated with CSUC-sponsored academic, technical or scientific (research) underwater diving activities in order to ensure that the activities are carried out in an effective and safe manner and in accordance with CSUC policy, state and federal regulations.

### **Examples of Typical Activities:**

The Diving Safety Officer plans, implements and administers a campuswide or consortium diving safety program and maintains a general surveillance over all campus- or consortium-sponsored academic, technical or scientific diving activity, both on or off the campus.

The Diving Safety Officer serves as a technical consultant to the campus or consortium Diving Control Board and may serve as a member of a systemwide or consortium Underwater Diving Advisory Committee.

The Diving Safety Officer will be responsible for the conduct of the diving safety program at the campus or consortium, including the conduct of training in safe diving practices, and develops and gives tests for the certification of scientific and other divers, review and approval of diving plans, maintenance of diving records of individuals who are carrying out academic, technical or scientific diving under campus or consortium sponsorship in order to ensure compliance with The California State University and Colleges standards for training and certification of divers and all applicable federal and state regulations.

The Diving Safety Officer provides consulting services to all areas of the campus or consortium in all aspects of diving techniques, equipment, practices and procedures as well as interprets systemwide policies and federal and state regulations related to diving.

The Diving Safety Officer reviews and approves plans and specifications for the installation of air compressors, air filters and safety devices used in conjunction with the campus diving program; ensures that breathing air appropriate for scuba is used in compliance with CSUC standards and federal and state regulations; may test and/or inspect all diving equipment used by divers participating in campus- or consortium-sponsored diving activities and applies judgment as to its suitability and safety for the planned dive(s); tests, evaluates and recommends the purchase of diving equipment by the campus or consortium and supervises its use and may do maintenance or repair and, where necessary, makes minor repairs on such equipment.

The Diving Safety Officer serves in an advisory capacity in the preparation and administration of the budget related to the campus or consortium diving program activities. The Diving Safety Officer serves in an advisory capacity and assists in the orientation and instruction of faculty, students and staff with respect to the campus or consortium diving safety program.

The Diving Safety Officer is responsible for the training in safe boating practices associated with diving and develops and gives tests to qualify campus or consortium boat operators who participate in CSUC-sponsored diving and serves in an advisory capacity in the purchase, maintenance and use of campus- or consortium-owned or controlled boats used in academic, technical or scientific diving activities.

**MINIMUM QUALIFICATIONS:**

**Knowledges and Abilities:**

Comprehensive knowledge of diving theory and its application to safe diving practices, procedures and techniques related to academic, technical and scientific diving. Thorough knowledge of contemporary diving equipment, air compressors, air filters and purification systems, and safety devices to include their operation, repair and routine maintenance. Thorough knowledge of the California state and federal regulations regarding diving. Thorough knowledge of equipment used in scientific diving. Practical knowledge of the operation and handling of small boats as related to diving and diving safety procedures. Working knowledge of small boat navigational principles and related operation skills are desirable. Ability to demonstrate and train persons in the proper techniques and use of equipment for diving. Ability to plan and conduct difficult and complex academic, technical and scientific diving activities. Ability to develop training and program plans with ability to interpret, apply and implement various program plans and related regulations and laws. Ability to develop safety approaches for training and for diving. Ability to establish effective and cooperative relationships with administrators, faculty, staff and students. Ability to analyze situations and take effective action especially in safety and emergency situations. Ability to speak and write effectively.

and

**Experience:**

Five years as a certified diver of which at least three must be as a certified diving instructor.

and

**Education:**

Equivalent to graduation from a four-year college or university.

and

**Special Qualifications:**

Possession of a current and valid diving instructor's certification issued by a nationally recognized agency.

Must be able to qualify for the CSUC Research Diver Certificate prior to appointment as set forth in the CSUC "minimal standards for Scuba Diving Certification and Operation of Scuba Diving Programs" manual.

Must be able to pass a medical examination.

**Work Week Group:** 4B  
**Premium O/T:** No  
**Shift Differential:** No  
**Employee Category:** Administrative