

GAME AND PARKS BOATING LAW ADMINISTRATOR

DESCRIPTION: This is professional work in the administration of the State Boat Act. Employees in this class perform several administrative tasks on a regular basis. Work is performed independently with directions received in the form of consultations with supervisor. Routine decisions are made at this level; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Administers all phases of the State Boat Act regarding boating regulations and fees, water safety, facility usage and related areas.

Researches and promotes regional and national uniformity concerning regulations, equipment standardization, safety and markers.

Trains conservation law enforcement personnel in boat and water safety; instructs first aide techniques to officers.

Teaches boat and water safety to public groups and participates in other public relations functions and educational programs.

FULL PERFORMANCE KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

ENTRY KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: state laws regarding Boating and Water Safety; agency rules and regulations.

Ability to: communicate effectively with others both orally and in writing.

JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Bachelor's degree with specialized education in marine law, water safety and water craft inspection. Five years experience in boat law administration and water safety training may be substituted for the college degree.