



Job Title: Dive Safety Coordinator

Department: Curation

Classification: Full-time, hourly, non-exempt

Reports to: Curator

General Summary of Job Duties

The Dive Safety Coordinator establishes and maintains diving operations, trains, and ensures adherence to Greater Cleveland Aquarium and OSHA standards. The primary role is to ensure the safety of staff divers, while maintaining the Dive Safe Practices Manual and dive-related equipment.

Principle Responsibilities and Duties

- Ensures all diving operations are in accordance with Greater Cleveland Aquarium (GCA) dive safety standards.
- Lead the development of diving safety policies with the guidance and approval of the Dive Control Board (DCB).
- Implements diving safety policies and procedures.
- Maintains the Diving Safe Practices Manual and communicates safety standards.
- Ensure that GCA is in compliance with OSHA Diving Standards and documentation.
- Participate in the recruitment, organization, training, supervision, and scheduling of staff divers.
- Conducts practical SCUBA training and evaluation for staff divers.
- Hands-on role regularly diving in exhibits.
- Maintains staff diver files, certifications, and dive logs.
- Verifies compliance of established GCA diving standards, enforces routine matters related to the diving program.
- Serves as a Board member of the DCB.
- Collaborate with animal care staff to ensure following all protocols for biosecurity, in-water animal husbandry, and exhibit maintenance.
- Assist with the professional development and mentoring staff divers.
- Develops, oversees, and maintains the records of routine diving and emergency response drills.
- Coordinate and assess regular safety refreshers and emergency drills to ensure preparedness.
- Perform routine inspections and institute a maintenance program for all dive-related equipment, making repairs and replacing equipment as needed.
- Maintain the inventory of required tools, parts, and equipment for dive program.
- Responsible for coordinating all dive operations to ensure a positive guest experience, safety, and animal health.

- May be asked to assist during, or report to GCA, for emergency situations
- Will be required to work weekends, occasional evening hours, and holidays
- Maintain a positive and professional demeanor during all interactions with guest, employees, and vendors.
- Ability to accept performance feedback in a professional manner.
- Assist the Curator with other departmental duties.

Skills, Education and Other Requirements

- Minimum 5 years advanced diving experience.
- Certified SCUBA Instructor from a nationally recognized agency.
- Certified as Emergency First Response Instructor (DAN or equivalent) or the ability to acquire instructor status.
- Active membership in Association of Dive Program Administrators or the ability to acquire membership.
- Bachelor's degree in biology, marine-sciences or a related field is a plus.
- Be able to train others on proper operation, techniques, and maintenance of SCUBA dive related equipment.
- Have the ability to troubleshoot and repair diving equipment, including having or being able to obtain technical certifications for SCUBA dive equipment for multiple brands.
- Have experience with high-pressure compressor operation, troubleshooting and mechanics.
- Possess comprehensive knowledge of diving theory and its application to safe diving practices, as well as a range of technical and scientific expertise in diving and dive equipment and technology.
- Complete Medical Statement with medical qualification to dive signed by a physician (MD/DO).
- Must dive in close proximity to animals including fish, sharks, stingrays and eels.
- No impairment of sight, smell, hearing, touch, balance and agility of movement, which might interfere with ability to work. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.
- Ability to lift weight of dive gear up to 70 pounds and capable of physical work.
- Must be able to climb stairs and ladders with weight of dive gear.
- Must be of sound body and mind to dive.
- Must disclose any history of dive related injuries.
- Proficiency with computers and record keeping software.

To Apply

The Aquarium is an Equal Opportunity Employer. To be considered for this position, please submit your cover letter and resume to Ray Popik, Curator, rpopik@greaterclevelandaquarium.com