

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

BOAT SAFETY INSPECTION SUPERVISOR

POSITION CODE: 04850
Effective: 11-1-70

DISTINGUISHING FEATURES OF WORK:

Under direction, administers and supervises the enforcement phases of the Boat Registration and Safety Act; serves as an assistant to the Chief Conservation Inspector Supervisor on boating enforcement problems throughout the State; drafts recommended legislative amendments to the Boat Registration and Safety Act; assists in formulation of in-service training programs for Conservation Inspectors I and II and in cooperation with the Deputy Chief Conservation Inspector; exercises supervision over Conservation Inspectors I and II in all phases of the boat safety and registration program.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Administers and interprets the Boat Registration and Safety Act including responsibility for determining that laws are properly enforced; effectuates a licensing program as provided by law which includes a periodic inspection program.
2. Establishes and maintains a system of records for correspondence, accident reports, licensing data and other miscellaneous items related to the administration of the enforcement phases of the Boat Registration and Safety Act.
3. Recommends and drafts proposed legislative amendments to the Boat Registration and Safety Act.
4. Interprets Boat Safety Registration Act to inspectors and other interested persons, making appearances before clubs, schools, and civic organizations as assigned.
5. Serves as liaison in regard to boat registration and boat safety with various law enforcement agencies on the state, county, and city levels and the U.S. Coast Guard.
6. Reviews and approves requests to hold any marine events, including the assignment of patrols to ensure the event is conducted in compliance with the law.

BOAT SAFETY INSPECTION SUPERVISOR (Continued)

7. Responsible for a statewide program of informational dissemination involving the preparation and issuance of pamphlets, maps, and various other printed materials containing information on boat registration and safety.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years of college.

Requires two years professional supervisory experience in boat safety work.

Knowledges, Skills and Abilities

Requires thorough knowledge of the state laws and regulations relating to boat safety and registration and of departmental policies and objectives.

Requires thorough knowledge of the various phases of boat operations and use of boating equipment.

Requires ability to organize and supervise the activities of field inspectors in the enforcement of boating laws.

Requires ability to establish and maintain satisfactory relationships with others.

Requires ability to interpret and instruct others regarding all phases of the functions, procedures, organization and basic laws and regulations pertaining to administration of the State Boat Registration and Safety Act.

Requires ability to speak effectively before groups interested in promulgating a boat safety program.