

CITY OF ARANSAS PASS

JOB DESCRIPTION

HARBOR SAFETY & ENFORCEMENT OFFICER

PAY GROUP: Admin. **DEPARTMENT:** Police **REPORTS TO:** Administrative Captain **PAY:** \$27.72 – 31.72/HR

SUMMARY: The Harbor Safety & Enforcement Officer (HSEO) fulfills the statutory duties of Harbor Master as assigned in the Aransas Pass Code of Ordinance, promotes public safety, and enforces local, state, and federal law within Conn Brown Harbor and the jurisdictional waters of Aransas Pass.

ESSENTIAL FUNCTIONS: The Harbor Safety & Enforcement Officer (HSEO) is the primary enforcement arm of the Aransas Pass Code of Ordinances, Chapter 13 – Harbor and Waterways, and fulfills the statutory duties of the Harbor Master. The HSEO will be an outgoing, approachable person who serves as a city liaison and point of contact for all harbor and waterway issues or needs. The HSEO shall build and maintain relationships with community members, leasees, businesses, the boating public, and other stakeholders. The HSEO will work with city leadership and council, as assigned by the Chief of Police, on harbor-related matters and may be tasked with the management of projects, Requests for Proposals (RFP), bids, Memorandum of Understanding (MOU) agreements, and other related matters. The HSEO will complete basic maintenance and care of assets, including vehicles, boats, rescue and diving equipment, etc.

The HSEO will serve in an emergency management and preparedness capacity as it relates to the harbor, waterways, and City of Aransas Pass. The HSEO will respond to harbor or marine-related incidents and emergencies including oil spills or environmental contamination, boating accidents, drownings, marine fires, missing persons, etc. The HSEO will participate in regional meetings or committees related to maritime emergencies, search and rescue, emergency management, homeland/port security, and other relevant matters. The HSEO will collaborate with maritime partners and agencies, including the US Coast Guard, Texas General Land Office, Texas Parks & Wildlife Department, Texas Department of Public Safety, US Customs & Border Protection, the Port of Corpus Christi, and others.

The HSEO is an Aransas Pass Police Officer and will be required to work weekends, nights, and during special events occasionally. The HSEO may be responsible for working shift work and holidays and may be required to respond to law enforcement or emergency incidents as requested. The HSEO will conduct proactive patrols of Conn Brown Harbor and the waterways of Aransas Pass by an emergency vehicle, patrol boat, and off-highway vehicle and enforce city ordinances, laws of the State of Texas, and US Federal law.

This description is an abbreviated example of the job duties assigned and should not be considered an all-inclusive description of what the job will entail. Duties change, and new tasks may be added from time to time.

REQUIRED KNOWLEDGE SKILLS, ABILITIES, AND TRAINING:

- Have at minimum 3 years of full-time experience in public safety, emergency response, emergency management, or as a harbor master;
- Have at least 1 year of experience in incident command or emergency management;
- Have at least 1 year of experience in the operation of small boats and a working knowledge of boating safety and navigational rules;
- If not a current Texas Peace Officer, the applicant must meet the Texas Commission on Law Enforcement minimum standards for Peace Officer licensure as defined by Texas Administrative Code §217.1; The applicant must successfully pass all required testing related to licensure as a Texas Peace Officer. The applicant must be enrolled in a Basic Peace Officer Course within 1 year of employment and must successfully obtain a TCOLE Peace Officer License within two years of employment;
- Must satisfactorily complete a probationary period and all required field training as a Police Officer, Boat Operator, and Harbor Safety & Enforcement Officer;
- Must be able to complete the APPD boat crew member swim test consisting of a 50-meter swim and 25-meter buddy tow while wearing a personal flotation device and a 5-minute water tread unaided;
- Hold a valid class C Texas driver's license with good standing traffic history;

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- Submit to an approved medical examination prior to appointment to ensure the candidate is physically sound and free from any defect which may adversely affect the performance of a peace officer's duties and that the candidate shows no trace of drug dependency or illegal drug use;
- Be in good mental health as required by T.C.O.L.E. (psychological pre-screening required);
- Must be of good moral character with a stable employment record and no history of conduct that may affect the suitability for law enforcement employment;
- The personal character must be approachable and outgoing while demonstrating excellent communication skills and a good sense of humor;
- Must be able to independently make and carry out decisions under high-stress situations and without supervision, both while maintaining one's composure when handling emotionally charged events;
- Must be able to multitask and capable of going from one task to the other both expeditiously and efficiently;
- Must have a good working knowledge of computer operations, Microsoft Office software, Google Workspace, and technology in general;

PREFERRED KNOWLEDGE SKILLS, ABILITIES, AND TRAINING:

- US Coast Guard Operator of Uninspected Passenger Vessels (OUPV) License;
- Texas Parks & Wildlife Department Marine Safety Enforcement Officer (MSEO) certification;
- Comprehensive emergency management training to include FEMA ICS 300, FEMA ICS 400, and all-hazards incident management training.
- Additional certifications in related areas possessed by the applicant may be considered. These include SCUBA diving, still or swift water rescue, hazardous materials operations, emergency medicine, firefighting, law enforcement, or emergency management.

PHYSICAL DEMANDS AND WORKING CONDITIONS: Lift and carry up to 80 pounds and pull or push up to 100 pounds of equipment and materials. Climb, crawl, kneel, squat, stoop, and bend freely when working. Sit or stand for extended periods of time. Swim, float, tread, and dive in open water. Operate patrol vehicles, patrol boats, and UTVs. Must see and hear clearly when working around equipment and in traffic, using proper safety precautions. Must be able to drive and have a good driving history. Work indoors and outdoors in extreme temperatures, including heat, cold, temperature swings, and inclement weather. Employee may have some exposure to dust, odor, electrical, mechanical, and chemical hazards, using proper safety precautions. Applicants will be subject to a mandatory pre-employment background investigation, psychological testing, random drug and alcohol testing, and post-accident drug and alcohol testing. A demonstration of these physical abilities may be requested prior to appointment.

The applicant will be subject to being called in with little to no prior notice. The employee must keep the department updated with a current address, email, and telephone number. Applicants may be required to work shifts, including nights, weekends, or holidays.

COMPENSATION: The pay range for this position is from \$27.72/hr to \$31.72/hr based on qualifications. The position includes the First Responder Stipend as budgeted by the Crime Control and Prevention District Board (subject to annual budget renewal by the Crime Board) for TCOLE Certified Peace Officers. A department-assigned cell phone will be issued.