

MARINE AQUARIUM EXHIBITS DIRECTOR (2402)
TASK LIST – 2020

Marine Biology Knowledge

1. Maintains records of the classification of marine subjects and specimens, such as shells, seabirds, fish, sea mammals, and other marine flora and fauna, for various collections in order to design, construct, and prepare exhibits and displays.
2. Oversees the care and supervision for living and non-living biofacts and artifacts, such as models, illustrations, taxidermy, texts, and living organisms, in order to maintain healthy and educational exhibits for the benefit of the public, including teachers, educators, and students.

Supervision

3. Directs subordinate employees, such as aquarists and aquatic nursery staff, custodial services staff, and those engaged in marine aquarium activities, in order to maintain the smooth operation of the facility in accordance with Departmental standards and to ensure industry standards, policies, and procedures, are met.
4. Supervises, in conjunction with City construction management, the planning and construction of simulated environments, including the preparation, design, and construction, including overseeing the use of tools and materials, such as backdrops, LED lights, and correct water quality, in order to ensure specimens are properly stored, cared for, and appropriately displayed.

Project Management

5. Manages the progression of new and existing exhibits, including the planning, development, construction, expansion, modernization, budget, and content design of exhibits, in order to provide an exciting and educational experience for visitors and improve existing exhibits.
6. Communicates with and oversees external project staff, such as contractors, vendors, and other City department employees, involved in the construction of new exhibits in order to ensure they meet project goals and industry standards.

Safety

7. Acts as safety officer and coordinator for activities such as diving, boating, public safety and general staff safety in order to comply with the Association of Zoos and Aquariums (AZA), City, and/or professional industry standards.

8. Practices safe principles and procedures such as inspecting exhibit areas for conditions such as wet floors and/or slippery surfaces and taking necessary corrective actions such as contacting and directing appropriate staff in order to ensure the safety of various groups such as the general public and aquarium staff.
9. Coordinate the training of aquarium staff on general safety procedures such as earthquake safety, vessel program, CPR training, diving safety, release of organisms into the ocean, collection of specimen, and how to operate equipment including seawater pumps, holding tanks, and workshop equipment in order to ensure a safe environment for specimens, staff, volunteers, and visitors.