**Safety Culture Assessor**

**Job Posting**

The Short Line Safety Institute (SLSI) is a non-profit organization that was launched in 2015 with the purpose of building a stronger, sustainable safety culture in short line and regional railroads (Class II and III). One of the SLSI’s primary activities is conducting confidential, voluntary, and non-punitive Safety Culture Assessments (SCAs) of short line and regional railroads.

The SLSI is currently seeking individuals with extensive railroad experience to serve as Safety Culture Assessors. Below is a summary of essential duties for the Assessor role as well as a brief description of the necessary knowledge, skills and abilities that candidates must possess.

# Summary of Essential Duties

A Safety Culture Assessor typically works in a two-person team to conduct Safety Culture Assessments of short line and regional railroads. Assessor teams review various site-based aspects of a railroads' safety culture and provide opportunities for strengthening safety culture. This position reports directly to the Director of Safety Culture Programs.

Essential responsibilities of the position include, but are not limited to, the following:

1. Review materials pertaining to a railroad's written safety policies (e.g., rule book, injury and operational performance data, safety action plan, and safety issue resolution process).
2. Conduct individual interviews with a sample of railroad personnel using a structured interview protocol.
3. Observe railroad personnel conducting various duties in the field using a structured protocol.
4. Analyze and synthesize data from multiple sources to determine final Assessment findings.
5. Prepare a written report on the Assessment findings and opportunities for improvement related to the safety culture of the railroad.
6. Conduct an on-site verbal close-out meeting with railroad senior leaders to describe the Assessment findings and opportunities.
7. Contribute to educational and training materials developed by the SLSI.
8. Follow-up with assessed railroads to determine their needs in strengthening their safety culture, and offer technical assistance to them, when requested, in addressing specific opportunities.
9. Perform all responsibilities while traveling as required. Travel time is estimated to be 50% of the Assessors’ time on average, but occasionally up to 100% of the time in any calendar week.
10. Participate in training, as requested.
11. Represent the SLSI’s mission, vision and goals accurately to stakeholders and demonstrate professionalism consistent with the expectations of the SLSI.

**Job Knowledge, Skills, Abilities, Other Characteristic (KSAO’s) Requirements**

*Candidates must be:*

* Experienced in the railroad industry.
* Willing to travel. Length of travel varies but is generally about eight days at a time.
* Knowledgeable of safety compliance policies and procedures in a railroad environment.
* Effective communicators, both verbally and in writing; able to engage in active listening.
* Organized and able to gather, prepare, and present materials in an organized fashion.
* Adept at critical thinking, identifying and solving complex problems, and evaluating the quality of processes or systems.
* Adaptable; comfortable with dynamic, diverse environments and comfortable with last minute changes.
* Willing and able to work in a collaborative fashion, fostering positive interactions.
* Able to manage confidentiality and non-disclosure of railroad information and all associated materials.
* Proactive, able to engage in self-initiated activities.
* Able to conduct themselves with a high degree of professionalism and Integrity.
* Willing and able to carry out onsite observations in the office and field environments.
* Able to use computer applications to write reports, and take notes in real-time.

*Preferred candidates will*:

* Have hands-on experience in the short line/regional railroad environment.
* Be knowledgeable regarding safety culture and organizational change.
* Be willing to work various shifts to observe and/or interview railroad personnel.
* Have a well-developed safety professional network.

Submit your cover letter and professional resume via email to: SLSI@shortlinesafety.org

Cover letter and resume must be received no later than 11:59pm Eastern Time, Friday, January 31, 2020.