

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

Second Mate, Schooner Bowdoin

POSITION OVERVIEW

Employee is responsible as third in command of the Academy Schooner Bowdoin. A minimum of a 100 Ton Near Coastal Mate License with Auxiliary Sail endorsement is preferred. Employee has a moderate degree of public contact representing the Academy. Must be able to enter Canada and hold a current passport. Temporary position beginning May 1, 2018 and ending July 31, 2018. Compensation: \$1010.00 semi-monthly. Meals provided while underway.

DUTIES

- Employee must stand bridge watches, operate and navigate the vessel safely.
- May supervise the deck crew when entering or leaving port of anchorage.
- Assist Chief Mate and may supervise boat drills, fire drills, and other emergency actions.
- May supervise and assist with loading, unloading and storage of equipment and stores.
- Perform regular inspections of vessel including safety, proper storage of gear and equipment, maintenance of watertight integrity, safety of the sailing rig.
- May supervise and assist deck crew in cleaning and maintenance of the vessel and equipment.
- Assist with storage and inventory of safety, firefighting, lifesaving, and other equipment.
- Responsible for compliance with safety regulations.

This job description reflects the general duties of the job but is not a detailed description of all duties, which may be inherent to the position. The Academy may assign reasonably related additional duties to individual employees consistent with policy and collective bargaining agreements.

SKILLS

- Exceptional sailing skills.
- Excellent organizational skills.
- Ability to prioritize and to handle multiple tasks simultaneously.
- Good written, verbal and interpersonal skills required; ability to interact with all levels of staff, and students.
- Ability to maintain composure in stressful situations.
- High degree of professionalism.
- Strong customer service skills.
- Professional presentation, appearance and work ethic.

- Ability to work irregular/extended hours/weeks, including night and weekend duties as required.
- Ability to work in a student-oriented training environment.

REQUIREMENTS

- Preferred minimum 100 ton US Coast Guard License with Auxiliary Sail Endorsement.
- Minimum of one year experience sailing tall-masted ships.
- FCC Radio Operator's Permit (COI vessel), preferred.
- Unlimited Radar Endorsement, preferred.
- CPR, First Aid (including AED).
- Valid driver's license, clean record.
- Sufficient computer skills to operate shipboard and other automated systems.
- Ability to enter Canada, and a current passport.

SPECIAL REQUIREMENTS

- Current Drug-Free screening certificate and proof of current USCG physical (within last 12 months), or required to submit to same
- Criminal Background check required
- Tobacco-Free workplace (including all Academy vessels)

PHYSICAL/ENVIRONMENTAL REQUIREMENTS

- The physical requirements as outlined in the NVIC 04-08, as updated periodically by the US Coast Guard, are herein incorporated.
- Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Lifting, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, and pulling are required frequently.
- Frequent underway periods requiring time away from the Academy for extended periods: weeks, overnight and weekends.
- This work includes sailing and maintenance work in outside areas, hot and cold weather, and exposure to elements such as the ocean, rain, salt spray, dirt, fumes, and loud noises.
- Requires color vision: ability to identify and distinguish colors and depth perception. Vision requirements as set forth and covered under USCG requirements.