

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

Chief Mate, Schooner Bowdoin

POSITION OVERVIEW

Employee is responsible as second in command of the Academy Schooner Bowdoin. Employee must possess a minimum 100 Ton Mate US Coast Guard License, with Auxiliary Sail Endorsement. Employee has a moderate degree of public contact representing the Academy. Must be able to enter Canada and hold a current passport. Employee may provide input for budget and report preparation. Temporary position beginning May 1, 2018 and ending November 30, 2018. Compensation: \$1353.71 semi-monthly. Meals provided while underway.

DUTIES

- Employee must stand bridge watches, operate and navigate the vessel safely.
- Supervise the deck crew when entering or leaving port of anchorage.
- Assist Captain and supervises boat drills, fire drills, and other emergency actions.
- 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.
- Supervise and assist deck crew in cleaning and maintenance of the vessel and equipment.
- Assure storage and inventory of safety, firefighting, lifesaving, and other equipment.
- Assist Captain with vessel operations and instruction, as assigned.
- Responsible for compliance with safety regulations.
- May instruct in courses in Basic and/or Intermediate Sailing as directed.

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

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