

**MAINE MARITIME ACADEMY  
JOB DESCRIPTION  
STAFF POSITION**

**JOB TITLE:** Cruise 3<sup>rd</sup> Mate, *T/S State of Maine*

**POSITION OVERVIEW**

The 3<sup>rd</sup> Mate acts as officer of the watch, assists in the oversight of shipboard maintenance, and provides Cadet training during the annual training cruise. As a junior officer in the Deck Department, reports to the Chief Mate as Deck Department head. At a minimum must possess all USCG Certificates and Licenses, and all STCW endorsements required of a 3<sup>rd</sup> Mate/ OICNW. Must possess a valid passport.

**DUTIES**

- Performs all duties normally associated with a 3<sup>rd</sup> Mate's position.
- Will supervise and train students of varying experience levels in practical operation of all deck department: deck machinery, tools, and safety equipment.
- Work closely with the Ship's Bos'n and 2<sup>nd</sup> Mate conducting training cruise maintenance on the training ship.
- As a member of a damage control team, responsible for training students in firefighting, damage control, rescue, and evacuation techniques.
- Frequently act as a safety observer during any evolution involving groups of students; working knowledge of/experience with Safety Management Systems is recommended.
- Work with the Senior Deck Training Officer to develop and present material to Cadets.
- Responsible for objectively evaluating student performance as well as work and training processes.
- As a uniformed officer will comply with the regimental uniform regulations as modified by the Commandant for staff officers.

**SKILLS**

- Thorough knowledge and familiarity with all shipboard systems and equipment.
- Experience as Officer in Charge of a Navigational Watch.
- Experience as or willingness to learn teaching and objective evaluation of Cadets.
- Excellent physical health and evidence of a positive mental attitude.
- Ability to work with people in a closed, intense environment while providing effective leadership.
- Ability to teach Celestial Navigation, voyage planning, and proper use of Safety Management Systems.

**QUALIFICATIONS**

- USCG Third Mate's License – Motor unlimited
- STCW 2010 Endorsement
- Valid US Passport
- Transportation Worker Identification Card (TWIC)
- Candidate must pass a pre-employment physical examination, drug test, and be deemed fit for duty at sea.

- Computer proficiency is required.

### **PHYSICAL REQUIREMENTS**

While performing the duties of this job, this employee may:

- Be exposed to extremes in weather onboard ship, including rain, sleet, snow, rough seas;
- Regularly sit, walk through narrow passages, climb ladders;
- Use hands to manipulate objects, tools or controls;
- Reach with arms and hands;
- Lift and move up to 40 pounds;
- Work in areas of high noise levels.

### **Tobacco-Free Notice**

For the health and wellbeing of our community, the Maine Maritime Academy campus and vessels (ashore and afloat) are smoke- and tobacco-free as of August 1, 2016.

Updated January 2018

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 the individual employees consistent with policy and collective bargaining agreements.