

# MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

**Master, *T/S State of Maine***

## POSITION OVERVIEW

The Master of the college's Training Ship, *State of Maine*, has overall responsibility for the operation and safety of the ship, crew, staff, and students. In addition to serving as Master, the successful candidate will also be expected to balance those duties with the responsibility of overseeing the outcomes, assessment, and continuous improvement of the training programs and opportunities that utilize the training ship. Applicant must possess all USCG Certificates, licenses and STCW endorsements required of a Master's Ocean Unlimited Tonnage license in addition to a valid TWIC and passport. This is a regular, full-time Confidential position.

## DUTIES

- Performs all duties normally associated with Master of a U.S. inspected vessel.
- Ultimate responsibility for the safety of all embarked persons.
- Ensures all personnel on board are familiar with safety precautions, procedures, equipment, and drills in accordance with the vessels Safety Management Manual and applicable laws and regulations.
- Reports to the Maine Maritime Academy Commandant concerning areas of responsibility.
- Works closely with MMA's Designated Person on matters of vessel safety and security.
- Responsible for timely inspections of vessel, safety, lifesaving and other emergency equipment to include all required and voluntary inspections.
- Supervise and manage ship and cruise budgets.
- Supervises crew (regular and temporary) and students during training cruises, in-port watchstanding, maintenance evolutions, and any other training evolution aboard the vessel.
- Responsible for hiring crew in coordination with Human Resources and Academy policy.
- Plan, execute and participate in all training cruises and other shipboard evolutions as may be required by MARAD or Maine Maritime Academy. Is assigned to the vessel and as such participates in all deployments.
- Will supervise and train students of varying experience levels in practical navigation of the ship and operation of all deck department machinery, tools, and safety equipment.
- Frequently act as a safety observer during any evolution involving groups of students; adhere to and train students in Safety Management System principles and best practices.
- 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.
- Promotes Maine Maritime Academy to prospective students, donors and the general public.
- In conjunction and in collaboration with the Academy President and Commandant (or their designee), serve as MMA's representative to the media and public with respect to the training ship and training cruises.
- Other duties may be assigned.

## **SKILLS**

- Thorough knowledge and familiarity with all shipboard systems and equipment.
- Experience as Officer in Charge of a Navigational Watch.
- High degree of professionalism, including professional presentation, appearance, work ethic and ability to maintain composure in stressful situations.
- Ability to work irregular/extended hours/weeks, including nights and weekends as required.
- Ability to work in a student-oriented training environment.
- Ability to teach college-level courses related to shipboard operations, navigation, maintenance and leadership.
- Experience as or willingness to learn teaching and objective evaluation of Cadets.
- 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.
- Proficient in ECDIS voyage planning, weather reporting, and basic proficiency in MS Word and Excel.
- Excellent organization skills.
- Ability to prioritize and handle multiple projects simultaneously.
- Excellent written, verbal and interpersonal skills required; ability to interact with all levels of staff, faculty and Academy management.
- Strong customer service skills.
- Collaborative team leader.
- Willing to interact with faculty and keep abreast of Academy courses relating to the ship and students.

**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.**

## **QUALIFICATIONS**

- Minimum of Bachelor's Degree.
- Valid MMC and USCG Master's License – Unlimited tonnage, Oceans.
- Transportation Worker Identification Card (TWIC).
- Valid USCG Medical Certificate for STCW and National waters.
- Valid STCW and lifeboatmen endorsement.
- Valid US Passport.
- Prior teaching experience a plus.

## **PHYSICAL REQUIREMENTS**

- Candidate must pass a pre-employment drug test and be deemed fit for duty at sea.

- The physical requirements as outlined in Coast Guard's Merchant Mariner Medical Manual, COMDTINST M16721.48, as updated periodically by the U.S. 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.
- Tolerate exposure to extreme weather conditions including, rain, snow, sleet and high winds and extremes of temperatures.
- Use hands to manipulate objects, tools or controls.
- Reach and work overhead with arms and hands.
- Open and close water tight doors of 55 pounds or more.
- Work in areas of high noise and or low light.
- Work aloft at heights above 6 ft.
- Work in confined spaces.

## **SPECIAL CONDITIONS**

- Must participate in USCG drug testing program
- Tobacco-free employer
- Criminal background check required

## **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.

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