

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

CHIEF MATE – Training Ship

POSITION OVERVIEW

Chief Mate is responsible for the safe and efficient management of deck department operations aboard *State of Maine*. *State of Maine* is a US DOT (MARAD) owned asset on loan to Maine Maritime Academy for the purpose of training deck and engineering midshipmen (cadets) preparing for their unlimited third mate / third engineer licensure. Duties include operation, and maintenance, of all deck equipment, material preservation of coatings, logging preventative and corrective maintenance into NS Enterprise maintenance tracking system and ensuring regulatory compliance. This is a “hands on” position. Employee should possess a current U. S. Coast Guard Master’s license (unlimited tonnage) with all applicable STCW certifications. In addition, the employee is responsible for assisting faculty in planning evaluation programs for cadets sailing aboard during sea-term and for those performing maintenance tasks during the school year. Employee provides input to Master for budget and report preparation.

DUTIES

- Officer-in-charge of ship’s deck department. Reports directly to ship’s Master
- Vessel Security Officer (VSO)
- Ship’s Waste Management Officer
- On-scene person in charge for all emergencies, incidents and related drills /exercises
- Conduct regular stability calculations using provided software and manage ballast water to comply with safe operation condition as outlined in vessel trim and stability booklet
- In cooperation with campus safety, maintain Safety Data Sheet (SDS) database and coordinate offload / proper disposal of hazardous wastes.
- Track, and correct deficiencies, noted during regulatory inspections, as applied to the deck department.
- In cooperation with ship owner, analyze preventive maintenance programs, upgrades and repairs.
- Implement and administer departmental NS Enterprise maintenance schedule for deck equipment.
- Specify, source, and coordinate delivery of owner (MARAD) furnished, and Maine Maritime Academy furnished parts and equipment used in departmental operation and maintenance.

- Responsible for the safety and supervision of all deck department personnel / cadets working onboard STATE OF MAINE.
- Responsible for ensuring the satisfactory implementation of the Safety Management System and Maine Maritime Academy safety and environmental policies applicable to departmental operations.
- Maintain equipment readiness standards and status per owner (MARAD) guidance and agreements.
- Assist MARAD with the management of contractor work packages. Coordinate familiarization training, permits to work, and job safety aspects of all contractor work as it applies to deck related projects.
- Act as direct representative of Maine Maritime Academy to MARAD, USCG and ABS regarding ship's deck operations, maintenance and repair.
- Track regulatory mandates, MARAD directives, and non-conformities to ensure goals / timelines are met.
- Ensure compliance with Federal and International regulations governing safety, pollution control, ballast water management and environmental protection.
- Manage deck department personnel including permanently assigned officers / seafarers (ABs, OSs) as well as additional officers / seafarers hired for annual sea-terms.
- Manage, mentor and direct cadets in watch-standing and maintenance tasks.
- Manage shipboard, deck maintenance program both at sea and during the academic year, ensuring safe and effective cadet to supervisor ratio.
- During annual sea-term, advise deck training department with facilitating STCW competency assessments utilizing shipboard equipment.
- Advise Maine Maritime faculty, staff, and administration regarding ship-specific deck operations.
- Assist with recruitment, review, and recommendation for hire of ship's officers / seafarers.
- Ensure all deck department personnel are provided training regarding SMS required ship familiarization, emergency procedures, EMBARC (SASH) requirements, and best practices.
- Using proper SMS reporting procedures, report any near miss, incident or non-conformity and implement corrective actions.
- Actively promote safety management practices, review and catalog all Job Safety Analyses and other appropriate SMS documentation.
- Actively participate in all at-sea training periods and other sea duty including shipyard and mission activation periods away from homeport.
- Chief Mate is expected to be actively onboard weekdays while the ship is in port and on call during other periods as requested by the Master.
- Chief Mate will be qualified and able to assume command of **State Of Maine** should the master become incapacitated or is otherwise unable to perform his / her duties.
- Other duties may be assigned.

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.

REQUIREMENTS

- USCG Merchant Mariner Credential for Master – power driven vessels of unlimited tonnage upon oceans with applicable STCW endorsements including but not limited to Vessel security officer (A-VI/5)
- STCW endorsement for Proficiency in Fast Rescue Boats (A-VI/2-2) is preferred
- Must possess and maintain valid USCG Medical Certificate (STCW expiry date), US Passport and Transportation Worker Identification Credential (TWIC)
- Computer proficiency is required: knowledge of Windows Microsoft Office Suite
- Prior instructional experience preferred
- Bachelor's Degree preferred

PHYSICAL/ENVIRONMENTAL FACTORS

- Candidate must pass a pre-employment background check, physical examination, drug test, and be deemed fit for duty at sea.
- The physical requirements as outlined in the U.S. Coast Guard Merchant Mariner Medical Manual, COMDTINST M16721.48 (series) 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.
- Ascend or descend ladders, stairs, scaffolding, ramps, etc., using feet and legs and/or hands and reaching overhead with arms and hands.
- Frequently requires lifting, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, and pulling.
- Requires use of hands to manipulate objects, tools, or controls.

SPECIAL CONDITIONS

- Must participate in USCG drug testing program.
- Participate in annual underway periods consisting of 2–3-month training cruises requiring time away from the Academy.
- Actively participate in MARAD deployments, shipyard periods or other operations where the ship may be utilized away from homeport.
- Perform watch and maintenance work in areas that may include but are not limited to such hazards as hot and cold weather, rain, salt spray, dirt, fumes, rough seas, moving mechanical equipment, loud noises, vibration, and working at heights.

Tobacco-Free Notice: For the health and wellbeing of our community, the Maine

Maritime Academy campus and vessels are smoke and tobacco-free as of August 1, 2016.