

# 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 5, 2025 and ending August 31, 2025 Compensation: \$169.04 per day. 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.