

# NORTHWEST MARITIME CENTER

Port Townsend, Washington



## JOB DESCRIPTION: *Admiral Jack* Seattle Captain

The Northwest Maritime Center (NWMC) seeks an experienced captain to operate the education/passenger vessel *Admiral Jack*; a 40' power cat running in Puget Sound, WA. The *Admiral Jack* primarily supports place-based education programming as a floating classroom and laboratory. The boat serves a variety of NWMC programming; from the new Maritime High School, a program in partnership with the Highline School District and the Port of Seattle, to Salish Sea Expeditions, a marine science and student inquiry approach to out of the classroom learning.

A successful captain will exhibit excellent vessel handling skills, operational familiarity with COIs, safety, training, and vessel maintenance, as well as an ability to work well with the public and in educational settings. This role is a seasonal position, with the ideal start on August 22, 2022, extending through mid-November 2022 to ensure a successful season of science-based youth programs with schools around Puget Sound.

## PRIMARY RESPONSIBILITIES:

### Operations of the *Admiral Jack*:

- Operate day trips (2 - 8 hours) in the Inland Waters of Puget Sound
- Engage deckhands, educators, and students in elements of vessel operations while underway
- Create a friendly atmosphere and engage the public during sails, offering interpretive information while underway

### Crew Leadership:

- Supervise relief captains, including hiring and scheduling
- Collaborate with the NWMC / MHS Programs staff to train educators and deckhands in vessel operations
- Work with the NWMC / MHS educators and deckhands to conduct educational and public trips
- Conduct regular training for relief captains, deckhands, and educators in vessel operations

### Safety Regulations and Maintenance:

- Ensure all onboard safety checks are regularly conducted
- Inspect and maintain all relevant logs and safety equipment
- Maintain a clean and safe vessel

### Teamwork and Collaboration:

- Collaborate with NWMC / MHS Programs staff to develop program schedules
- Consistently communicate and coordinate with the NWMC Program Leadership and internal teams
- Maintain strong communication with the greater NWMC staff through regular meetings and email
- Other duties as assigned



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## GENERAL OPERATIONS

While this position's primary responsibility is in ensuring the safe operations of *Admiral Jack*, the Seattle Captain will work as part of the NWMC team to ensure smooth operations for the organization as a whole. This could include providing information to visitors to the Maritime Center and helping out in projects and events that require all-hands-on-deck, to helping tie up a vessel coming into our dock because you happen to be standing there. We all pitch in for the heavy lifting now and then—sometimes this is metaphoric; occasionally we all have to actually help lift something heavy.

## MINIMUM QUALIFICATIONS

- USCG 100-ton Inland Master's license
- Medical certification: CPR and First Aid
- 4+ years of safe operation as Captain
- Demonstrated excellence in boat handling with skill operating a twin-screw vessel
- Experience in creating and maintaining budgets
- Familiarity with ship construction, repair, and systems
- Strong leadership and mentorship abilities
- Experience working with 10-18-year-olds
- Ability to lift and carry up to 50 lbs.
- Ability to pass a pre-employment background check and drug test
- Computer literacy with preference to the Google ecosystem of programs

## HELPFUL QUALIFICATIONS

- STCW endorsements and TWIC certification including: BST, Adv. Firefighting, RADAR, and Med-PIC
- Experience working aboard educational vessels
- Working knowledge of maritime culture/boats/local marine trades/experiential education
- Interest in marine science and science education

## VESSEL LOCATION & SCHEDULE

- Begin season in Port Townsend for training and then transit to Seattle
- Operates out of Harbor Island Marina, Seattle, WA from September to November
- Returning to Port Townsend for the winter season
- Position is seasonal, full-time, generally Monday to Friday some weekends dependent on scheduled programming
- Training in mid-to-late August

## WAGE RANGE & APPLICATION PROCESS

- \$180 to \$220 day rate
- Submit resume and cover letter to [apply@nwmaritime.org](mailto:apply@nwmaritime.org). Include "AJ Captain" in the subject line
- Deadline for applications: Open until filled, application review begins July 26, 2022



## COVID-19 PRECAUTIONS

- Following all local, state, and federal guidelines to keep everyone safe
- All educational staff are required to be fully vaccinated against COVID-19, verification will be required

## WHY YOU WANT TO WORK HERE

There are rare moments when organizations have the combination of a talented and motivated staff, an engaged board, a healthy and productive work culture, are executing well on existing programs but still innovating and looking for the next step—we're in that moment, and it's exciting.

The NWMC is dynamic, making a difference in our community, and taking an increasing role in the region. We serve individual students and program participants, but we also work to help solve community problems like systemic improvements in our public schools, economic development, job training, and working regionally to pair the opportunities in the maritime industry with the need to address systemic oppression in communities of color. Plus, all of the fun stuff like kids' programs, festivals, and adventure races. Our waterfront campus is vibrant with a multitude of compelling activities, and all of them done to meet or advance industry best practices. In the words of a board member: "We don't do B work."

The Northwest Maritime Center's relative scale to our small town means that the effects of our success can be observed in the success of our community. However, our community is growing beyond Port Townsend into the greater Puget Sound region. You'll be doing meaningful work for the region, and your efforts will make a tangible difference. On top of it all, you'd be connected to our main campus in Port Townsend: natural beauty, heritage buildings, arts community, wooden boats.

Right team, right moment, the right momentum, and the chance to move the needle for the prosperity of an entire community: That's why we get excited to come to work in the morning, and that's why we think you should want to be here too.

**The Northwest Maritime Center is an equal opportunity employer that welcomes and encourages individuals of all cultures and communities to apply. Read our Anti-Racism & Inclusion statement [here](#).**

NWMC main offices are located at 431 Water St., Port Townsend, WA 98368  
Harbor Island Marina is located at 1001 SW Klickitat Way, Seattle, WA 98134  
Reports to: Program Director

