



## **DIRECTOR OF MARINE OPERATIONS**

**Sea Education Association (SEA)**, [www.sea.edu](http://www.sea.edu) is a non-profit educational institution located in Woods Hole, Massachusetts, teaching innovative, rigorous, and interdisciplinary oceanography and environmental science SEA Semester® programs on our campus in Woods Hole, and aboard our state-of-the-art sailing research vessels, *SSV Corwith Cramer* and *SSV Robert C. Seamans* in the Atlantic, Caribbean, and Pacific.

SEA is an EOE and committed to the development of a multicultural environment. We value input of multiple viewpoints and perspectives across the organization; our goal is to create an academic and working community that is rich with cultural, social and intellectual diversity.

### OVERVIEW of RESPONSIBILITIES

Assumes administrative and supervisory responsibility for manning, operations and maintenance of vessels owned or operated by SEA, and for the safety of the programs at sea in accordance with government regulations and policies established by the board of trustees and president. Acts as staff liaison for the Marine Committee and Risk Management Committee, member of the Senior Management Group and attends pertinent SEA Trustee and Board Committee meetings.

\*Supervises faculty and contract captains, and marine department staff (port captain, port engineer, science operations coordinator, science program coordinator, and marine operations assistant). Has overall responsibility for management and oversight of all shipboard personnel. Recommends captains to the president and the dean for their review and approval

\*Plans and administers the ships' operating budgets subject to approval and periodic review by the president and director of finance and administration

\*Develops and monitors all shipboard and safety operations, risk management and shipboard scientific safety policies

\*Supervises vessel preventive maintenance programs and crew safety policies

\*Supervises the development of a program of major capital repairs and replacements to ensure the ships are maintained in accordance with SEA's long range plans, USCG and ABS standards

\*Reviews and approves all cruise tracks in conjunction with dean. Advises and actively participates in cruise planning and evaluation including pre cruise planning and briefings, post cruise debriefing and evaluation in collaboration with faculty and dean

\*Serves as Designated Person Ashore (DPA). The DPA is responsible for monitoring health, safety and environmental aspects of vessel operations, and is the primary contact for any of these

concerns

\*Develops vessel and program schedule in conjunction with the dean, port captain and dean of enrollment

\*Attends shipyard periods as director of marine operations and/or master

\*Reports to president

#### OVERVIEW of QUALIFICATIONS/EDUCATION

- Five years experience coordinating/managing ships and crew in U.S. and foreign ports and on the high seas; must have excellent communication, interpersonal, administrative and project management skills
- Ability to develop and administer million dollar operating budgets
- 3-5 years of experience as a professional seagoing mariner
- 500T USCG STCW compliant Ocean Masters License with Auxiliary Sail endorsement required. 1600T license preferred
- BA/BS in transportation, engineering or science fields or equivalent combination of experience and education
- Ability to work and communicate well with diverse groups (i.e. surveyors, government officials, administrators, Board of Trustees, and vessel operations staff).
- Knowledge and experience with American Bureau of Shipping and U.S. Coast Guard regulations
- Demonstrated success with project management, preventive maintenance, and shipyard work including purchasing of major equipment and components, and selection of shipyards and contractors
- Flexibility and a good sense of humor
- Negotiating skills required
- Ability to read, develop and use plans and schematics
- Engineering experience preferred
- Three years experience with seagoing or field-based education programs
- Shipboard duties require the physical ability and agility to move quickly and react to events on deck, to access below decks (ladders and companionways are provided), to climb aloft, and to live and work in confined spaces. Life at sea demands the physical, psychological, and emotional ability to adapt to a ship's watch schedule, to work in groups or alone, to withstand extended periods of time on a moving vessel without daily access to shore resources, and in case of an emergency to perform emergency duties under adverse circumstance

Benefits package includes medical/Rx, dental, life insurances, vacation, sick, personal time; holidays, retirement plans, flexible spending

#### **HOW TO APPLY**

Send letter of interest, resume and three professional references to [DirMarineOpsSearch@sea.edu](mailto:DirMarineOpsSearch@sea.edu)

