



Principal Instructor: Women Of The Sea (WOTS) Program 2018 Summer

The mission of the Boothbay Sea and Science Center is the advancement of sailing, boating and ocean sciences by minimizing economic and physical obstacles and further to develop independence, self-confidence, teamwork and volunteerism in the participants. To inspire individuals to strengthen themselves and their community through the enjoyment of the sea.

The mission of the Hurricane Island Center For Science and Leadership is to integrate science education, applied research, and leadership development through year-round educational programs and a seasonal, environmentally-sustainable island community.

The Boothbay Sea and Science Center (BSSC) and the Hurricane Island Center For Science and Leadership (HICSL) are seeking an individual who has a passion for working with youth, an earned BA, BS degree in Marine Science, Biology, Oceanography or a related Science, waterfront interest, sailing experience, and a teaching style that engenders safety and learning while having fun. The position demands 2 weeks at sea aboard *Vela*, a 50-foot gaff headed sloop that will travel between the Boothbay Sea and Science Center in East Boothbay and Hurricane Island.

This program is an integrated STEM-based marine biology and sailing program for Maine High School young women offered jointly through the Boothbay Sea and Science Center and Hurricane Island Center for Science and Leadership. The Principal Instructor will spend two weeks with a total of twelve participants learning about oceanography, marine biology, maritime history, sustainability, marine technology, marine debris, etc. on Hurricane Island and aboard a sailing vessel. Students will be split into 2 groups of 6, each experiencing one week of programming on Hurricane Island and the other week learning aboard *Vela*,

Expectations inherent in the position include; collaborating with HICSL's lead instructor to determine program syllabus, develop new and existing curriculum, and design thematic materials that embrace a cohesive hands-on experiential learning experience; working closely with Havilah Hawkins, *Vela*'s Captain, in the delivery of these materials. Self-motivation, a strong sense of responsibility to others, demonstrated management skills, experience with curriculum development and relevant experience of working with high school age students is required. The BSSC and HICSL will oversee all operations of the Program.

Minimum Qualifications:

1. BA, BS in Marine Science, Biology, Oceanography or a related Science
2. Demonstrated Boating and Sailing Skills
3. Current First Aid, CPR and AED Certifications (required prior to the start of employment)

Desirable Qualifications

1. USCG License
2. American Red Cross Lifeguard Certification

3. Teaching Certification

General Duties:

- communicates and enforces guidelines, policies, procedures, schedules and programming verbally and in writing
- engages and motivates, at all times, participants
- reviews the curriculum, equipment, and related daily activities with BSSC and HICSL 2 weeks prior to the start of the Program

Responsibilities throughout the Program:

- ensures a high standard of instruction by collaborating with BSSC and HICSL on program curriculum goals and outcomes
- promotes, at all times, curiosity about the sea and good stewardship of the ocean
- assures, at all times, the utmost safety of all participants on and off the water
- adheres to, communicates and enforces all of the policies and procedures established by the BSSC and HICSL
- develops weekly schedules and procedures
- develops and implements an integrated sea and science daily curriculum
- develops a Program specific evaluation tool
- implements Captain Hawkins' safety policies, guidelines and procedure aboard Vela
- implements Pre and Post Participant Evaluation
- oversees the writing of a weekly article about the goings on aboard Vela for publication in the BSSC column in the Boothbay Register, on the BSSC Facebook page, and Website
- reports to BSSC Executive Director and HICSL lead instructor

End of Session:

- completes and submits to BSSC and HICSL participant Evaluations
- submits to BSSC and HICSL the program curriculum and equipment at the conclusion of the Program
- oversees the inventory of all program equipment including cleaning

Other:

- abstains, at all times during the work day and at any time when traveling with BSSC Program participants, from the use of any tobacco, alcohol or drugs. Any such use during the work day or during a trip with Program participants will result in immediate termination of the employment contract and suspension of further payments from BSSC and HICSL.
- accepts the required background check and agrees to the terms and conditions of and abides by BSSC's Code of Conduct (COC) - and is always mindful that participants are adhering to the same standards of behavior set forth in the COC document.
- agrees to abide by and to accept all terms and conditions set forth in the employment contract that includes but is not limited to salary and employment benefits.

Total Compensation: \$3,900

Pre-Session Prep Time: 20 hours @ \$30/hour

Salary for 2 weeks full time: \$3,300

Contact:

Please send a cover letter, resume, 3 references and the BSSC Application for Employment to:

Pauline Dion; info@boothbayseaandsciencecenter.org

BSSC is an Affirmative Action/Equal Opportunity Employer

BSSC - P.O. Box 332 - East Boothbay, Maine 04544 - 207.350.5357 - www.boothbayseaandsciencecenter.org