



Sailing and Science Apprentice Seasonal Position 2024

Daily Schedule: Monday-Friday 7:45am -5:00pm

Position Summary: Works in cooperation with the Executive Director, Principal Marine Science Instructor, Principal Waterfront Instructor, Sailing Instructors, Science Instructors, and Volunteers of the Boothbay Sea and Science Center to provide a safe, fun, friendly, and dynamic hands-on learning experience that fosters curiosity, respect, teamwork, self-confidence, responsible stewardship of the land and sea, and good sportsmanship.

Reports To: Executive Director

Required: CPR, First Aid and AED Certifications; US Sailing Level 1 Certification (optional) *

General Duties and Responsibilities, Knowledge, Skills and Abilities (include but are not limited to):

- takes direction from the Executive Director, Principal Marine Science Instructor, Principal Waterfront Instructor, Sailing Instructors, and Science Instructors;
- participates in the 2024 pre-season staff orientation/work weeks (June 3 - 14) **negotiable;**
- reviews, in the staff “handbook”, all BSSC shoreside and waterfront policies, guidelines, and procedures prior to first day at BSSC and abides by them, at all times;
- provides input to and assists in the implementation of the Sea and Science curriculum in the Mizzen I, Mizzen II, Stay’s I-I and Stay’s I - II programs;
- maintains a high level of safety related to all BSSC shoreside and on the water activities and engages in daily dockside and on the water “safety drills” with Instructors and students;
- promotes safe boating and sailing skills (in cooperation with Principal Marine Science Instructor, Principal Waterfront Instructor, Sailing Instructors, and Science Instructors) - principles to include but not limited to, weather observation and

- forecasting, sail trim, helming/piloting, navigation, tides, currents, and VHF radio communication;
- engages, at all times, in responsible communication skills on and off the water including appropriate technical boating, sailing and marine science terminology and conduct;
 - promotes, at all times amongst the participants, teamwork, good stewardship of the ocean and citizenship while fostering the love of the sport of boating, sailing and the curiosity of science;
 - supervises program participants during snack time and lunchtime;
 - attends and participates (if appropriate) in the Center's Community and Family events;
 - participates in the maintenance of boats and other equipment on a daily basis;
 - supervises the maintenance of all dock areas and promotes good housekeeping;
 - participates in the 2024 post-season closing work week (August 19 – 23) **negotiable**;
 - attends the Boothbay Sea and Science Center staff meetings working with the Executive Director, Principal Marine Science Instructor, Principal Waterfront Instructor, Sailing Instructors, and Science Instructors in the planning and evaluation of the Program;
 - submits written requests to the Executive Director for absences during workday hours;
 - abides by the BSSC Code of Conduct, at all times, and is mindful that all staff, participants and guests adhere to the same standards of behavior;
 - abstains, at all times during the workday and at any time when traveling with Program participants, from the use of any alcohol or drugs. Any such use during the workday or during a trip with participants will result in immediate termination.

***BSSC will reimburse 50% of the Certification fee(s) upon successful completion of the course(s);**

BSSC is an Affirmative Action/Equal Opportunity Employer

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