



BERMUDA SLOOP FOUNDATION

**“Changing Lives One Voyage at a Time, Over Time”
Bermuda Sloop Foundation**

First Officer

Bermuda Sloop Foundation is seeking an enthusiastic and innovative individual to fulfil the role of First Officer. The ideal candidate will be responsible for the oversight and development and training of the Ship’s crew onboard STV - Spirit of Bermuda.

Reporting to the Captain, the First Officer is responsible for the efficient and effective day-to-day management of the crew, students and activities, while maintaining ship duties.

Key Duties and Responsibilities

- Responsible for day-to-day management of crew, students, and activities.
- Set goals for performance and deadlines in ways that comply with the Foundation’s plans and vision and communicate them to crew
- Organize workflow and ensure that crew understand their duties or delegated tasks
- Monitor employee productivity and provide constructive feedback and coaching
- Completes quarterly and annual performance evaluations for employees in conjunction with the Senior Captain.
- Identify and facilitate Watch Leader training and development.
- Meets with crew (in conjunction with the Senior Captain) to discuss opportunities for development.
- Assists in establishing a development plan for uprising Mariners with the long term goal of a full Bermudian crew.
- Responsible for convening regular crew meetings to discuss issues (maintenance, safety, program, etc.).
- From time to time serves as an OOW (Officer of the Watch – in charge of deck, and operation of the ship) at times on local voyages – regularly serve as OOW, following watch schedule, on offshore voyages.
- Under direction of Captain, sets ship schedules and assigns work to ship’s crew both at sea and alongside.
- Oversees all deck operations and maintenance, supervision and administrative and safety duties on board.
- Maintains and monitors all safety equipment through continuous safety inspections (recorded monthly in white “Safety Equipment Checklist” binder) and serve as the vessel’s Safety Officer.
- Ensures all crew and passengers are briefed in the use of all safety equipment and in emergency proceedings.
- Continuously reviews the vessel’s condition and maintenance schedule and prioritizes maintenance projects; maintains the “Deck Planned Maintenance Schedule”.
- Responsible for vessel upkeep; deck, rig, sails and accommodation.
- Ensures documentation of all deck related maintenance and repair – line replacements, block & winch servicing, sail repairs or replacement, etc.
- Ensures correct charts are aboard for every voyage (paper and electronic).
- Works with the Director of Education and Programs and/or the Senior Educator to develop school voyage itineraries.

Minimum Qualifications and Experience

- Diploma from an accredited maritime training school or facility.
- Minimum two (2) years’ experience in similar or subordinate position on board a ship and up to date experience of all current navigational electronics and computerized equipment.
- Holds minimum MCA Yachtmaster Offshore (Yachtmaster Ocean preferred) or USCG 200 ton Ocean Mate (Master preferred) or equivalent acceptable to Bermuda Maritime Administration.
- STCW, GMDSS endorsements required – WFR or EMT/ Paramedic preferred
- Substantial experience on Sail Training /Tall Ship.
- Marine Radio Operator’s Permit or GMDSS preferred.

Interested candidates should apply in writing including your resume/CV and a covering letter to:

Bermuda Sloop Foundation
12 Wesley Street
Hamilton, HM11
Attention: Human Resources
Email: careers@bermudasloop.org

CLOSING DATE: July 8, 2019

For information about Bermuda Sloop Foundation, please visit our website www.bermudasloop.org.