



"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 uprisng 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 Yacht Master Offshore (Yacht Master 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: frontdesk@bermudasloop.org

CLOSING DATE: March 18th, 2020

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