

July 21, 2021

CHIEF OFFICER – SEA TRAINER

Tsawwassen

Vessels - various

**** Regular Full-time Competition
Homestead TSA21-027 ****

POSTED:	21-July-2021	CONTACT:	Jenny Chettri
CLOSES:	27-July-2021	PHONE:	604-948-3532

DESCRIPTION:

Chief Officer – SEA Trainer position has been established with the primary role as SEA Trainer reporting directly to the SEA Training Manager. The primary role is as a Trainer, providing Standardized Education and Assessment (SEA) Training for Fleet Operations with the secondary role as a ship's Executive Officer of a vessel. This position holder is also assigned sufficient watch/shift time to maintain a Certificate of Competence. Additional duties will include various SEA related activities and duties.

JOB DUTIES:**SEA Trainer:**

- Deliver Deck SEA training and clearances for 3rd Officer, 2nd Officer and Chief Officer positions.
- Develop and maintain training curriculum and materials
- Provide guidance, support and instruction to trainers
- Act as a subject matter expert for Deck SEA activities
- Other training related duties as assigned

Note: Also provides occasional SEA Trainer duties at other locations as required on vessels cleared on as a SEA Trainer e.g. sister ships.

Chief Officer:

- Stand watch on the bridge: navigating the vessel; checking all navigational equipment to ensure that it is operational; analyzing information; taking appropriate action; and communicating vessel clearance operations to the master.
- Supervise the loading and unloading of the main car deck vehicles and foot passengers; ensure the vessel is secure for traffic movement and that the ramps are in position; maintain trim and drafts; conduct dangerous cargo inspections; and assist with the special needs of passengers.
- Plan, direct and organize a crew into different watches; delegate the duties of the vessel; conduct crew inspections; providing training; and handling discipline.
- Perform administrative duties including: ordering and conservation of deck stores; ensuring vessel security; arranging for repair and maintenance of deck area and equipment; investigating accidents; maintaining a refit list; and completing employee time sheets, Mate's log and various reports.
- Inspect the general appearance, condition and maintenance of all equipment onboard the vessel; prepare the vessel for inspections and annual refit.

PLEASE DISTRIBUTE TO EMPLOYEES IN YOUR AREA AND POST TO BULLETIN BOARDS AS APPROPRIATE

- Liaise with other departments inside and outside the vessel; and handle passenger complaints.
- Lead, direct, and train crew in fire, safety and boat drills; and respond to emergency situations. Provide orientation, guidance and informal training to other employees.

EDUCATION:

- Minimum Certificate of Competency is a valid Chief Mate, Near Coastal Certificate
- Provincial Instructor's Diploma or equivalent an asset

KNOWLEDGE, SKILLS & ABILITIES:

- Strong trainer skills including SEA Trainer competency and delivery experience. Demonstrated understanding of Adult Education teaching methods and theory.
- Strong organizational and administration skills including time management, agenda building, prioritization, planning, results orientation.
- Ability to establish and maintain cooperative working relationships.
- Strong leadership and team skills, including the ability to influence and motivate others.
- Strong administrative skills, including computer expertise, ability to use or learn corporate software applications including: Microsoft Office Suite (Outlook, Excel, Power Point, Word), WebEx, Sharepoint, EFleet (Editor experience an asset), Video and Picture editing
- Proficient knowledge and understanding of SEA website and Sailsafe
- Ability to manage multiple tasks in a time sensitive environment, and work well under pressure.

NOTE: Compensation has been established at 15% above base salary.
Additional trainer premium does not apply.

EXPERIENCE:

- 2 – 5 years' experience as Chief Officer with BC Ferries
- SEA Trainer competency

REQUIREMENTS AFTER APPOINTMENT:

- Ability to travel to various locations as needed for training
- Undergo training and clearance on additional vessels as required

WHERE/HOW TO APPLY:

Application and résumé, together with accompanying documentation, must be submitted to the Employee Relations department at **Tsawwassen** no later than **July 27, 2021**.

Employee Relations
Tsawwassen Terminal
jenny.chettri@bcferries.com
Fax: 604-943-6539