

POSITION OPENING

July 3, 2024

Harbormaster

This position consists of field work enforcing State and local regulation/ordinances pertaining to harbor, waterfront, and watercraft. **The annual stipend for this position is \$5,000.**

Interested candidates should notify the Town Administrator, Brian L. Dudley at townadmin@longislandmaine.org and include a summary of their experience and qualifications.

The employee in this position is responsible for the enforcement of State and local ordinances. Work involves overseeing and regulating the use of all moorings and any orders from the Board of Selectmen. The Harbormaster hours are estimated to be ten (10) hours per week during the summer season (Memorial Day through Labor Day) and then fewer hours required in the off season.

Essential Duties and Responsibilities

1. Oversee the moorings and anchoring of watercraft in Town waters. Maintain a register of assignments to include the location of each mooring, description of mooring, boat name, and registration number, owner's name and contact information, and description of the vessel.
2. To enforce the rules and regulations pertaining to the operation of watercraft within Town waters.
3. Coordinate the maintenance needs of the Harbormaster patrol boat and all associated equipment; including commission, decommission, and performance of routine maintenance.
4. Render assistance in cases of boating accidents and assist other law enforcement agencies at their request when a watercraft is needed to accomplish a law enforcement function.
5. Will complete monthly and an annual report (by March 1st) for review by the Board of Selectmen.
6. Will perform other duties as necessary.

Requirements of Work

1. Thorough knowledge of Town ordinances and State laws relative to his/her enforcement activities.

2. Skill and care in the use of equipment and watercraft provided by the Town and used in the performance of his/her duties.
3. Ability to establish and maintain effective working relationships with the Board of Selectmen, officials, co-workers, and the public.
4. Working knowledge of occupational hazards and safety precautions of the nature of work.
5. Ability to react quickly and remain calm under duress and strain in various weather conditions.
6. Thorough knowledge of the geography of the shores and waters within the Town.

Training and Experience Requirements

Minimum high school diploma or equivalent, plus experience in coastal management and enforcement; or any equivalent combination of training and experience. Obtain state certification within twelve (12) months of appointment and maintain said certification.

Necessary Special Requirements

Position requires experience and ability to operate a boat in various weather conditions, ability to monitor moorings and their registrations and ability to enforce harbor ordinances.