

# City of Newport, Rhode Island

## *Classification Description*

**Job Title:** Harbormaster Assistant/Paddle Safety Officer – Seasonal

**Department:** Maritime Services

**Salary Level:** State Minimum Wage - \$23.00/hour

### **Position Purpose:**

Educates the public regarding paddle safety and safe boating rules in Newport Harbor.

**Essential Duties and Responsibilities:** *The essential functions/duties and/or responsibilities listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties and/or responsibilities does not exclude them from the position if the work is similar; related or a logical assignment to the position.*

Operates a 14' to 18' sea touring kayak and related equipment used in paddling under a varied array of weather, water and marine traffic conditions. Other equipment includes self-rescue tools, rescue assist tools, marine radio, mobile phone, dewatering pump, lights, personal locator beacon, and first aid kit commensurate with training.

Paddles 6+ hours per day, interacting with paddlers, interacting with boats and maintaining a consistent radio guard with harbormaster vessels. Paddling conditions include protected and exposed water, winds up to 12 knots, seas up to 2 feet.

Assists with paddler safety, and traffic management during major on water events such as folk and jazz festivals

Advises paddlers of kayaks and SUPS on state boating laws, safe paddling practices and safest ways to navigate city waters used by paddlers in a positive and engaging manner. Answers questions about Newport's waters, prevailing conditions, routes and hazards and general questions as may be asked by paddlers in a professional and competent manner.

Assists with onshore educational activities.

Attends training to maintain required proficiency levels and otherwise as may be required by the Harbormaster.

Performs other duties as may be assigned.

### **Minimum Entrance Requirements**

Prior paddling experience, ability to self-rescue in deep water, and ability to perform an assisted rescue required. Prefer demonstrated proficiency with the objectively-defined American Canoe Association Level 1-2 Essentials of Kayak Touring or skill to include self-care, safe entry/exit technique; forward, sweep, reverse, rudder and draw strokes. Equivalent SUP skills considered.

Must demonstrate ability to identify paddle hazards and safely paddle under a variety of weather, water and marine traffic conditions.

Must have knowledge of state and federal boating safety rules and requirements, including but not limited to those applicable to paddle craft.

Ability to operate a marine radio and use proper marine radio protocol.

Ability to properly care for craft and equipment.

Ability to engage with the public and others in a positive and professional manner.

Strong communication skills required.

**Licenses/Certifications**

Demonstrated proficiency with ACA Level 1-2 Essentials of Kayak Touring and/or Essentials of SUP preferred.

First Aid/CPR preferred.

*This job specification does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.*