Job Description for Full-Time Aquaculture Employee

**Definition:** Employee participates in all operational aspects of a small, family-owned shellfish farm specializing in geoduck clams. Employee works side-by-side with owners, farm manager and fellow employees to complete whatever tasks are necessary to plant, maintain, and harvest crops.

**Defining Characteristics of the Position:** Employee must well-represent Arcadia Point Seafood (APS) in its work with tideland owners, regulators and the public. APS is drug and smoke free, environmentally aware, safety-conscious, and employee friendly; our employees must reflect these same attitudes. Work is outdoors and hours vary (including day, night, and weekends) requiring significant flexibility. **Employee must be very comfortable in and around water. Diving is a critical work element.** Company will provide training for SCUBA and surface-supplied-air diving, if needed. Position is full-time salaried, reports directly to the farm manager, and works out of Shelton, WA, on tidelands around South Puget Sound.

**Skills, Abilities, and Aptitudes Needed for the Position:**
- High comfort level in and around water, boats, motors, and other mechanical equipment; and for working outdoors in all kinds of weather, on all types of tidelands, at all hours of day and night.
- Become proficient using SCUBA and surface-supplied-air systems; company willing to train promising candidates.
- Develop ability to effectively harvest and plant from beach and as a diver; company willing to train promising candidates.
- Perform strenuous physical activities on a continuing, recurring basis; including heavy lifting of 80 pounds.
- Dependable and able to work flexible hours (including days, nights, weekends), often with last minute changes.
- Demonstrate consistently good judgment in balancing work quality, efficiency, and cost-effectiveness; and in addressing crew and vessel safety.
- Detail oriented in all work activities.
- Write legibly; maintain accurate records and logs.
- Comfortable taking direction from others and working effectively on a team.
- Self-starter--able to identify a need, seek out necessary guidance, information, people, and materials to meet the need, and follow-through until the job is complete.
- Provide lead-by-example supervision of temporary crew.
- Get along well and work with people of differing backgrounds.
- Comfortable dealing with the public in a friendly, welcoming manner.
- Must be 18 years of age or older.

**Work Responsibilities:**
This is a generalist position; the work responsibilities are quite broad. The employee filling this position will be involved in nursery maintenance, planting and maintaining beaches (dive and beach methods), harvest activities (dive and beach techniques), and general equipment maintenance. Much of the work schedule is dictated by tide cycles which vary month to month (including nights and weekends), requiring significant time flexibility. The job is highly physical with most of the work done outdoors in all kinds of weather at all times of year. Safety in all work aspects is a top priority. Under direction of the farm manager, this employee works with others to complete the following typical work responsibilities (and other activities as assigned), according to the company farm plan:
Typical Work – Nursery

- Set-up and maintenance of pumps, water supply system, incubation boxes and sand trays for seed nursery.
- Monitor condition and growth of geoduck seed.
- Lift seed trays and recover seed from trays for out-planting.
- Keep accurate records.

Typical Work – Planting

- Provide instruction and lead-by-example supervision for crew of up to 20 people.
- Transport crew to and from beach, with particular attention to crew and vessel safety.
- Load and move barges with supplies to and from beaches.
- Manage supplies and materials inventory, for daily tasks and long-range preparation.
- Participate in dive planting activities.
- Keep accurate planting records.

Typical Work – Beach Maintenance

- Inspect beaches containing culture gear during low tide cycles and after major weather events.
  - Keep beaches neat and orderly. Patrol areas in vicinity of beaches for loose culture gear.
- Participate in gear (e.g., caps and tubes) removal efforts; transport crew to and from beach during low tides (often at night in challenging weather).
- Provide instruction and lead-by-example supervision for crew.
- Move barges to and from beach; off-load, clean and store pulled gear.
- Keep accurate beach maintenance and patrol logs.

Typical Work – Harvest

- Harvest on beach and by diving, with crew of 3 to 5.
- Ensure that all materials and equipment needed for harvesting are functional, safe and available as needed.
- Work to assure that harvest goals are met and that the product is appropriately cared for at all stages of harvest and storage.
- Keep accurate dive logs and harvest data.

Required Education, Licenses and Certifications:

- High school or equivalent degree.
- Valid driver’s license with good driving record.
- Will be required to complete SCUBA certification.
- Other requirements as needed, e.g., boating safety course, first aid/CPR training, in-house certification of surface-supplied-air diving proficiency.

Compensation:

- Compensation package consists of annual salary, vacation and sick leave, and basic medical/dental coverage.
- Beginning salary: $34,000 to $38,000 depending on qualifications.
- There is a six-month probationary period for this position. Continued employment is based on an evaluation of demonstrated skills and abilities, especially with respect to general dive skills, dive planting, beach & dive harvest proficiency, and dependability.

To Apply: Email apsjobsite@gmail.com for an Application. Applications will be accepted through March 9, 2016. Application period may close sooner if a qualified applicant is found.

Arcadia Point Seafood is a non-smoking, drug-free, equal opportunity employer.