



**Job Title:** Shellfish Farm Manager  
**Department:** Swinomish Enterprises

**Summary:**

The Swinomish Indian Tribal Community (SITC) is seeking a Shellfish Farm Manager to manage a new shellfish farm currently under development on tribal tidelands near La Conner, WA. The successful applicant will have a strong background in shellfish farming and shellfish farm technology, including extensive knowledge of shellfish biology, techniques used for growing (oysters and clams) on coastal tidelands and significant experience in managing employees. Applicants should have a strong background in small business development, including finance and the capacity to work under relatively harsh, outdoor conditions on a year round basis. Qualifications include the capacity to routinely lift 50 lbs., experience with maintaining shellfish gear and equipment including small engines and other mechanized gear. Basic computer skills, including experience with small business software is also required. Salary for this position is highly competitive and DOE. This is a full time position that includes benefits and other incentives.

**Essential Duties and Responsibilities of the Shellfish Farm Manager:**

- Facilitates the purchase and installation of farm equipment and other gear (mechanical equipment, tools, shellfish cages, line, screw anchors, etc.).
- Coordinates operations with regional shellfish hatcheries to procure annual shipment of oyster and/or clam seed.
- Works with Washington Department of Health to obtain all necessary certifications and licensures.
- Conducts the hiring, scheduling, management, and organization of 2-5 full-time farm workers.
- Responsible for safe operation of all vehicles, small boats, motors, and associated farming equipment.
- Builds, implements, and maintains all facets of the oyster nursery and grow out system.
- Prepares and maintains tidelands and offsite facility for planting, harvesting, sorting, and grading of shellfish.
- Coordinates the processing of product for market using standardized quality control methods of safe handling.
- Conceptualizes the farm build out and proposes potential expansion (in both size and species).
- Performs all other duties as assigned.



### **Education and Experience:**

- Must have a High School Diploma or GED.
- Must possess a Washington State Driver's License.
- One years' experience in managerial role on a shellfish farm, or two or more years' experience in any other capacity on a shellfish farm.
- Must be physically fit and able to walk long distances (>1 mile) on beaches, sometimes carrying heavy equipment (>50 lbs.) for extended periods of time.
- Must be experienced with the operation of oyster/oyster seed grader, with a preference to individuals with experience in maintenance of machines.
- Washington State Boater Education Card preferred but not necessary, willingness to obtain certification and operate a boat is necessary. Experience in handling, launching, and retrieval of boat in area waters preferred.

### **Required Knowledge, Skills and Abilities:**

- Strong business acumen and leadership, with the ability to maintain effective relationships with business partners.
- Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Identify measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.
- Effective communication; written, verbal, and interpersonal skills, including conflict resolution.
- Basic computer and software experience using MS Office products.
- Skilled in using ArcGIS or Google Earth.
- Commit to working a schedule built around the tides, including work on weekends, evenings, or at odd hours.
- Must pass criminal background check and urinalysis drug screen.

**To apply, please send cover letter and resume to James McArdle at [jmcardle@swinomish.nsn.us](mailto:jmcardle@swinomish.nsn.us) or send to Swinomish Fisheries, 11426 Moorage Way, La Conner, WA 98257, attention James McArdle.**