



**Title:** Superintendent of Boats and Docks

**Hours:** Full time, hours vary with events, overtime exempt.

**Compensation:** Salary commensurate with experience, plus full benefits.

**Description:** Reporting to the Vice President of Interpretation and Visitor Experience, the Superintendent of Boats and Docks will have both internal and external responsibilities, ranging from public presentations to overseeing preservation project management to administrative tasks. The position oversees the Workshop on the Water, Historic Ships and Waterfront Departments. This position will work closely with the Education and Curatorial departments, along with Development and Marketing personnel, to guide the future growth and strategic initiatives to assure preservation and public access to our two National Historic Landmark Vessels: Submarine *Becuna* and Cruiser *Olympia*. The position will assist in development of engineering initiatives in all areas of the institution.

**Qualifications:**

- Minimum of two years' experience in maritime historic preservation projects.
- At least five years of non-profit management experience.
- Working knowledge of the Secretary of the Interior Standards for Historic Vessel Preservation.
- Strong computer skills including Excel, Word and CAD.
- Solid project, budgeting and grant management skills.
- Experience in maritime project management.
- Good interpersonal and public communication skills.
- Ability to network professionally and represent the Museum to potential partners, visitors and donors.
- Flexibility with duties and hours.
- A strong attention to detail and a **positive** team player attitude.
- BA or BS degree preferred or equivalent work experience with an engineering emphasis.
- Maritime educational training a plus.

**Duties:**

- Draft annual operations plans and budgets for Historic Ships, Workshop on the Water and Waterfront Departments.
- Oversee *Olympia* and *Becuna*.
- Oversee Workshop on the Water.
- Oversee the Museum docks and dock staff.
- Advise Interpretation department on engineering educational initiatives.
- Work closely with Development Department in finding funding streams.
- Oversee preservation and stabilization projects in accordance with applicable standards.
- Create presentations and participate in public speaking engagements.
- Assist with donor cultivation.
- Perform other duties as assigned.

**To apply:**

Send a brief cover letter and your resume in an e-mail to Michael Flynn, Vice President of Interpretation and Visitor Experience, at [mflynn@phillyseaport.org](mailto:mflynn@phillyseaport.org). No phone calls.

Independence Seaport Museum deepens the appreciation, understanding and experience of the Philadelphia region's waterways through history, science, art and community. For more information, please visit [phillyseaport.org](http://phillyseaport.org).

**Location:** Independence Seaport Museum, 211 S. Columbus Blvd., Philadelphia, PA 19106. The Museum is easily accessible by public transportation and nearby parking.