

Job Title: Patrol Coordinator

The Roatan Marine Park's Patrol Coordinator manages all Roatan Marine Park activities involving patrolling and acts as liaison between the Roatan Marine Park and the community, Artisanal Fishing Association and Industrial fishermen, Co managers of the National Marine Park of Bay Islands, Roatan businesses and dive centers.

Reports to: Executive Director

Areas of Responsibility:

1. Implement the required maintenance
2. Implement the daily control of boat management
3. Immediate staff management (park rangers)
4. Develop the weekly patrol plan
5. Prepare monthly reports and weekly planning
6. Use google calendar to coordinate activities with the rest of RMP staff
7. Participate in weekly staff coordination meeting
8. Respond to reports of broken equipment and provide timely maintenance.
9. Research materials or equipment are necessary and useful.
10. Maintain contacts with suppliers and mechanics.
11. Liaison with local business, dive shops & local fishing communities: maintain communications and relationships with business and dive shop owners, managers, employees and customers; implementing the rules regulations of the National marine Park.
12. Maintain relationships and lines of communication with the fisherman's association, water taxi association, and local business owners on behalf of the Roatan Marine Park.
13. Work with other Roatan Marine Park employees on maintaining the Roatan Marine Park website, updating the Roatan Marine Park Facebook page and writing the quarterly Roatan Marine Park newsletter.
14. Respond to emails on a daily basis.
15. Assist in the organization of Roatan Marine Park events when required (lionfish derby, lionfish cook-off, fundraisers, photo competition, etc).
16. Write achievements to inform the Board of Directors specifically what was achieved each week.

Qualifications Necessary:

To effectively carry out the position of Patrol Coordinator, one must exhibit the following qualifications:

1. He/she must have a positive attitude and be flexible to quickly changing situations and needs.

2. Must be outgoing, forthcoming and able to create new relationships and positively sustain existing relationships with Roatan Marine Park funders and stakeholders.
3. Fluency in written and spoken English; an advanced level of spoken and written Spanish would be desirable, fluency ideal.
4. Knowledge of diving preferred
5. Must be able to work 8 – 9 hours/day, depending on projects and be available outside of normal hours to work at RMP events and respond to emergencies.
6. Have a valid boat operator credential provided by the Merchant Marine
7. Completed high school as a minimum requirement.
8. At least 5 years of boat captain experience.
9. Must hold first aid, rescue, survival at sea, fire fighting basic courses.
10. Have a clear criminal and police record.
11. Current driving license

To apply send your CV to: info@roatanmarinepark.net before 18th September 2017