



Hudson River Sloop Clearwater

Onboard Program Coordinator

Full time, Seasonal (February-November)

Organization Overview

Hudson River Sloop Clearwater is a member-supported non-profit organization whose mission is to preserve and protect the Hudson River, its tributaries, and related bodies of water. Clearwater works to provide innovative environmental programs, advocacy, and celebrations designed to inspire, educate, and activate the next generation of environmental leaders. Launched in 1969, the organization's namesake historic sailboat, the sloop *Clearwater* has helped people engage with and learn about the Hudson River for over 50 years.

Position: Onboard Program Coordinator

Start Date: February 1, 2025

Hours: 20 hours per week initially; increases to 40 hours per week on March 1, 2025

Compensation: \$15.50 per hour (overtime at \$23.25 per hour), paid bi-weekly

Location: For the 2025 sailing season (April-October), Onboard Program Coordinators alternate living 7 days onboard the sloop *Clearwater* with 3 days the following week in Clearwater's office in Beacon, NY, and 4 days off.

Job Overview

Clearwater's Onboard Program Coordinator's (OPC) primary responsibility is to lead Clearwater's Sailing Classroom Program, which includes leading two 2.5-hour education sails per day for groups ranging from fourth graders to adults, corresponding with teachers, as well as training and managing onboard volunteers. OPCs similarly lead public and charter sails. During work days off the boat, OPCs interview and coordinate with potential onboard volunteers, ensuring their compliance with policies and onboarding paperwork. OPCs will liaise with teachers, ensure education materials are supplied, and work on program reporting and communication with the Clearwater office.

Onboard Program Coordinators report to the Education Director, with Captain oversight during onboard days. OPCs are expected to communicate consistently with both captains, the mate, their fellow OPC, and the Sloop Scheduling Coordinator, as well as other roles in the office as needed.

Onboard Program Coordinator can expect to gain: teaching experience, knowledge of sailing, a greater familiarity with the issues and ecology of the Hudson River, an incredible onboard community, a lasting relationship with one of the most prestigious environmental education organizations in the Hudson Valley, room and board while living on the boat. This position is required to pass a pre-employment drug test and background check.

Regular responsibilities

- Train incoming crew and volunteers to teach the Sailing Classroom's learning stations each week: primary stations are Navigation, Life (fish ID and ecology), Water Quality, and Indigenous Peoples of the Hudson Valley. Other topics can include climate change, history, art, knots, and sail theory.
- Maintain education supplies including a fishing trawl net, navigational charts, water quality testing equipment, and assorted printed materials. Inventory supplies and keep a record of their condition throughout the season.
- Act as the primary caretaker of fish and macroinvertebrates in the onboard aquarium. Identify and log all fish caught in accordance with catch-and-release permits. Communicate with specialists as needed.

- Maintain a strong line of communication between the boat and office (attending meetings, answering messages in a timely manner, etc).
- Recruit, select, and coordinate with volunteers, preparing them for their time onboard.
- Support the comfort, wellbeing and educational preparedness of volunteers and trainees.
- Manage summer multi-day Youth Empowerment Programs onboard to include recruiting and interviewing participants, coordinating permits and supplies, ensuring programs are adequately staffed.
- Work closely with the other Onboard Program Coordinator to fulfill responsibilities of role, and ensure consistent communication about programs with captains and crew.
- Stay up to date on environmental issues developing in the Hudson Valley and pass along information regularly to crew and volunteers.
- Be an exemplary crew member and model good shipboard/community behavior, along with a basic understanding of the ship's systems.

Desirable Qualifications

Research shows that women and people from under-represented groups often apply to jobs only if they meet 100% of the qualifications. Please know that no one ever meets 100% of the qualifications. If much of this describes you, we encourage you to apply.

- Background in education, environmental studies, or related fields
- Experience teaching and managing volunteers
- Knowledge of the Hudson River (and/or estuary and environmental science more broadly)
- Public speaking and customer service skills
- Ability to think on one's feet and adapt programming to changing conditions
- Curiosity and a desire to learn more about the environment and history of the Hudson River Valley
- Sailing and/or musical experience not required but is a plus
- Ability to thrive in communal living environment
- Strong work ethic and organizational skills
- Enthusiasm for working outdoors in all weather conditions on the beautiful Hudson River

Clearwater acknowledges that the construct of race disproportionately affects Black, Indigenous, and People of Color. We reflect and take action to ensure that we do not perpetuate white supremacy. Clearwater respects LGBTQIA+ people; we use language and actions that are respectful of all gender identities and sexual orientations. Clearwater celebrates and welcomes members of any race, color, religion, national origin, sex, sexual orientation or identity, physical or mental ability, or age to apply.

To apply, please send a resume and cover letter to hr@clearwater.org with the subject line "Onboard Program Coordinator 2025."