

Job Summary – Watercraft Inspector, Supervisor

The Highway 2 Watercraft Inspector, Supervisor, will work to prevent the introduction of aquatic invasive species (AIS) to the region by thoroughly inspecting all watercraft and preventing fouled watercraft from launching before being cleaned and handle on-the-ground staff operations by ensuring the station is fully supplied to operate successfully and all shift are staffed. Inspectors/Supervisors will be provided job performance manuals and be responsible to follow the protocols set therein to conduct watercraft user surveys, inspect many different types of watercraft and oversee the operation of the station. Watercraft Inspector, Supervisor, will report to the Watercraft Inspection Station Manager.

Job Schedule

The following schedule is time spent at the job site during the busy operating season (Memorial Day to Labor Day). Hours are subject to change during the 'off-season' when the station is open limited hours. Additional duties will include being on-call some weekends, submitting time sheets, and other tasks that may come up to keep the station operational.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		2pm to 8pm	8am to 8pm	8am to 8pm	8am to 2pm	

Job Duties

- Open and close the watercraft inspection station at specified times
- Thoroughly inspect watercraft in a timely manner
- Talk with boaters about aquatic invasive species in a friendly manner
- Distribute educational materials to boaters and the general public
- Issue Certificates of Inspection to boaters launching on Blackfeet Nation waters
- Follow instructions in the protocols to correctly fill out data forms
- Follow detailed instructions in the manual provided to handle non-compliant boaters and failed inspections
- Assist Watercraft Inspectors on-site in improving WIS performance and answering on-site questions
- Inventory supplies at the inspection station and replenish when possible, or inform the Inspection Station Manager in a timely manner.
- Maintain records of staff time and submit completed timesheets once every other week.
- Assist the Watercraft Inspection Station Manager in scheduling and other duties as specified.

Job Requirements

- Level 1 Watercraft Inspector Certificate. Training will be provided before the start of the season and Certificates will be awarded upon successful completion.
- Excellent verbal communication skills and conflict resolution in stressful environments
- Excellent written communication skills for filling out data during inspections
- High school diploma or equivalent
- Ability to lift 50 lbs.
- Ability to work long hours in inclement weather. A heater and shade cover is provided.

- Working cell phone. This position may require weekends on-call.
- Vehicle and valid driver's license. WIS will be required to use their own vehicle to set up and/or close down the watercraft inspection station.
- Knowledge of different types of watercraft preferred
- Knowledge of local bodies of water preferred
- Previous experience working with the public preferred
- Previous supervisory experience preferred

Compensation

Starting wage is \$14/hour.