



Executive Director – The New Jersey Maritime Pilot and Docking Pilot Commission

The Executive Director reports directly to the six-member New Jersey Maritime Pilot and Docking Pilot Commission (Commission). The Commission's primary task is to ensure that the pilots who guide vessels into the New York/New Jersey Harbor are well-educated, well-trained and demonstrate the highest level of professionalism in carrying out their duties. This is accomplished by evaluating the background of pilots and apprentices, overseeing their training, issuing licenses, investigating incidents and in the event of a problem to provide proper curative measures. All of this is done to ensure safe navigation within our ports, the consequent maintenance of a healthy physical marine and riverine environment, the resultant creation of new jobs and the ever-increasing prosperity of the Port Region.

- Responsibilities of the Executive Director may include, but are not limited to:
- Liaise with representatives of the State and port community to promote the role of the Commission and the importance of the port, port safety and security to the economic vitality of the region.
- To ensure that all New Jersey pilots and Commissioners are advised, in advance, of any changes in statute, regulation, technology, or economics affecting the port.
- Serve as overseer on behalf of the Commission with respect to the requisite education and training programs promulgated by the Maritime and Docking pilot organizations to ensure success of the apprenticeship program.
- Administer personnel and consultants employed by the Commission in accordance with the law, including but not limited to the analysis of staff utilization and recommendation of staffing and consultancy requirements for current and future operations.
- Oversee all financial accounts of the Commission, including administrative and office expenses to maintain, and provide the Commission with all statements of accounts, records of receipts, and disbursements of the Commission in accordance with the law.
- Oversee the drafting of regulations and any amendments thereto and liaise with the appropriate State agencies in their oversight responsibilities.
- Ensure that investigations of navigation incidents are carried out in a thorough, expeditious and efficient manner. Prepare recommendations for any corrective or disciplinary action against a pilot. Assist in the prosecution of matters where an accusation for suspension or revocation must be filed against a licensed pilot.
- Assist the Commission in the licensing and regulating of pilots, including ascertaining the qualifications, fitness and reliability of same, including review and maintenance of pilot's files.
- Attend and participate, as a non-voting member in the meetings of all committees established by the Commission and provide administrative support for those committees.

Interested candidates should submit a cover letter, resume and references by August 15, 2014 to:

Charles E. Stapleton, President
The New Jersey Maritime Pilot and Docking Pilot Commission
One Penn Plaza East, 9th Floor
Newark, NJ 07105

Residency Requirements – New Jersey First Act – The New Jersey First Act, P.L. 2001, and c.70, effective September 1, 2011, requires all employees of State and local government to reside in the State of New Jersey, unless exempted under the law. If you already work for State or local government as of September 1, 2011, and you do not live in New Jersey, you are not required to move to New Jersey. However, if you begin your office, position or employment on September 1, 2011 or later, you must reside in New Jersey. If you do not reside in New Jersey, you have one year after the date you take your office, position or employment to relocate your residence to New Jersey. If you do not do so, you are subject to removal from your office, position or employment.