

Position Vacancy Notice

POSTING DATE: 1 October 2008

START DATE: 5 November 2008

TITLE: **Assistant Shellfish Constable**

INITIAL RATE OF PAY: **GRADE 6:** Step 1 \$19.47/hr.

FULL-TIME: **14 Hours a week/variable. 730 hrs/yr.**

BENEFITS: None

SUMMARY OF DUTIES: Assist the Shellfish Constable to maintain the viability of the Town's ponds and other waterfront resources, which support the local shellfish industry and its recreational and commercial shell fishermen; participate in the development and implementation of a program to protect and expand local shellfish propagation; maintain facilities related to shellfish and perform other related duties as directed by the Shellfish Constable.

REQUIREMENTS:

- To make daily checks of town's ponds and shell fishermen in season.
- To issue permits and check permits as needed
- To issue civil/criminal citations for violations, and to follow up with attendance in court as needed.
- **To assist with shellfish propagation efforts.**
- **To assist with maintenance and construction of equipment for shellfish propagation program.**
- To assist with the protection of the shellfish beds from oil spills and other sources of pollution.
- To participate in trainings as requested.
- To participate in shellfish meetings and presentations as requested by Propagation Agent/Shellfish Constable.
- To record data pertaining to shellfish harvests.
- To maintain daily logs.
- Serve the public courteously and responsively
- Effective communication skills.
- Pre-employment physical examination

APPLICATION: Contact the Selectmen's Office for an application and position description.
Execsec@ci.chilmark.ma.us 508-645-2101

DEADLINE: Completed Applications with a cover letter and resume should be submitted to the Selectmen's Office by **4:30 PM on Monday October 20th 2008.**