

**Level 5 Skipper**  
**Charter Skipper - SEAS Monmouth Activities**

*We have attempted to provide as much detail as possible about the requirements for attaining each level. However, ultimately it is a judgment call that the Skipper Certification Committee (SCC) is making, and they reserve the right to deny authority to any person who in their view does not have all of the necessary crew management, sailing and seamanship skills, and experience necessary, even if they meet the requirements "on paper". Conversely, the SCC may also waive specific requirements review if they feel the candidate can safely manage a boat and crew in the designated waters. Lastly, certification is dependent on attending an Annual SEAS Monmouth Skipper Orientation in the current year. This requirement applies to all levels of skippers and must be attended annually.*

**R= Required**  
**S = Suggested**

<b>Requirements / Experience / Knowledge / Skills</b>	<b>Self – check</b>
Minimum age 21	R
NJ Boating Safety Certificate - Trips inside US waters (Documentation)	R
Annual SEAS Monmouth Skipper Orientation (Documentation)	R
Sailing Resume (Documentation)	R
Approval of the sailing trip leader	R
<ul style="list-style-type: none"> <li>● Meets all charter company skipper requirements. Requirements vary depending on location. One of the following if required by charter company:               <ul style="list-style-type: none"> <li>- CC (International Certificate of Competence)</li> <li>- RYA Certification</li> <li>- IPC (International Proficiency Certificate)</li> <li>- International Sailing License - if required for international location. (Documentation)</li> </ul> </li> <li>● VHF Radio Certification or License - if required for international location. (Documentation)</li> </ul>	R
Current first aid course training (Documentation)	S
<p><b>Safety</b> In addition to the certification requirements that keep the vessel sailing safely, the following safety-specific requirements are directly related to crew safety.</p> <ul style="list-style-type: none"> <li>● Familiarity with SEAS Safety Program</li> <li>● Pre-sail checklist knowledge.</li> <li>● Ability to don and wear PFD safely, and to instruct others on same</li> <li>● Appropriate footwear and clothing, with knowledge of additional personal safety gear.</li> <li>● Ability to articulate boat-specific safety review for crew prior to departure</li> <li>● Ability to properly use a VHF radio and appropriate channels for different purposes. Monitoring of channel 16 while underway.</li> <li>● Know correct use and proper way to place or respond to Mayday, Sécurité, and Pan-Pan calls on a VHF radio.</li> </ul>	R

<ul style="list-style-type: none"> <li>● How to summon assistance in an emergency (VHF and Cell phone)</li> <li>● Knowledge and use of all safety equipment included on boat, including but not limited to fire extinguisher, safety checklist, and throwables.</li> <li>● How to extinguish a fire aboard a vessel</li> <li>● How to extinguish a fire in the engine compartment</li> <li>● Proper use of flares and emergency signaling</li> <li>● Knowledge of how to and when to deploy emergency anchor</li> <li>● Ability to direct and control boat for MOB procedure</li> <li>● Apparent ability to maintain composure under pressure and communicate effectively with crew. Proper confidentiality maintained relative to knowledge of crew specific health issues.</li> <li>● Clear understanding of rules of the road, particularly regarding commercial boat traffic.</li> <li>● Knowledge of aids to navigation and regulatory items shown on a current paper chart in the areas that you will be sailing.</li> <li>● Ability to assess weather conditions online, visually, and in real-time; ability to make a no-go or return to the slip early decision.</li> <li>● Knowledge of general first aid techniques, and symptoms of heat &amp; cold illnesses, and seasickness</li> <li>● Knowledge of techniques for crew safety when swimming off boat at anchor</li> <li>● Must be able to describe the ability to properly set up jacklines (tension) and proper use of double line tether with three points of attachment hardware</li> </ul>	
<p><b>Temperament &amp; Leadership Traits</b></p> <ul style="list-style-type: none"> <li>● Level-headed and rational, especially under pressure</li> <li>● Fair, flexible, adaptable, open minded</li> <li>● Two-way communication skills</li> <li>● Congenial, and able to manage a crew</li> <li>● Inclusive</li> <li>● Knowing when to be insistent</li> </ul>	R
<p><b>Crew management</b></p> <ul style="list-style-type: none"> <li>● Communicating with and supervising crew during docking, anchoring and other maneuvers</li> <li>● Coordinating sailing maneuvers like tacking, gibing, etc.</li> <li>● Planning, organizing, and supervising boat food provisioning including menus, shopping, storage</li> <li>● Allocating sleeping quarters for crew</li> <li>● Handling disputes and/or difficult people</li> </ul>	R

<ul style="list-style-type: none"> <li>● Coaching crew on effective helmsmanship and sail trim</li> </ul>	
<b>Skipper Log</b>	S
<b>Navigation</b> Electronic & paper charts Know which ATON system is utilized for the country sailing within: <ul style="list-style-type: none"> <li>● IALA A - used by countries in Africa, most of Asia, Australia, Europe and India</li> <li>● IALA B is used by countries in North, Central and South America, Japan, Korea and the Philippines.</li> </ul>	R
<b>Radar / AIS / VHF - DSC</b> <ul style="list-style-type: none"> <li>● Radar operation</li> <li>● AIS operation</li> <li>● VHF – DSC use</li> </ul>	R
<b>Knowledge of and adherence to ColRegs72:</b> <a href="https://www.navcen.uscg.gov/pdf/navrules/navrules.pdf">https://www.navcen.uscg.gov/pdf/navrules/navrules.pdf</a>	R
<b>Knowledge and ability to use of USCG Local Notice to Mariners:</b> <a href="https://www.navcen.uscg.gov/?pageName=InmDistrict&amp;region=8&amp;ext=g">https://www.navcen.uscg.gov/?pageName=InmDistrict&amp;region=8&amp;ext=g</a>	R
<b>Knowledge and ability to use USCG Light List:</b> <a href="https://www.navcen.uscg.gov/?pageName=lightlists">https://www.navcen.uscg.gov/?pageName=lightlists</a>	R
<b>Knowledge and ability to use Chart No.1</b> <a href="https://nauticalcharts.noaa.gov/publications/us-chart-1.html">https://nauticalcharts.noaa.gov/publications/us-chart-1.html</a>	R
<b>Boat handling</b> <ul style="list-style-type: none"> <li>● Heavy weather sailing tactics</li> </ul>	R
<b>Docking</b>	R
<b>Anchoring</b> <ul style="list-style-type: none"> <li>● Good coordination between bow crew and helm using agreed upon hand</li> <li>● Understanding how to choose a good spot to drop an anchor</li> <li>● Proper snubber use</li> <li>● Anchor trip line usage</li> <li>● Be familiar with different methods of anchoring in different sailing regions; Med mooring, forked moor, Bahamian moor, etc.</li> <li>● Proper windlass usage</li> <li>● Free a stuck anchor</li> </ul>	R
<b>Picking up a mooring</b> <ul style="list-style-type: none"> <li>● Using good coordination between bow crew and helm</li> <li>● Threading dock lines through ring on bare moorings</li> <li>● Use of two lines, one for port cleat and the other for starboard bow cleat</li> <li>● Proper knot / cleat hitches use</li> <li>● Properly releasing a mooring</li> </ul>	R
<b>Ungrounding</b> <ul style="list-style-type: none"> <li>● Knowledge of techniques to free a boat that has run aground</li> </ul>	R

<p><b>Steerage</b></p> <ul style="list-style-type: none"> <li>● Wheel / Tiller</li> <li>● Autohelm usage</li> <li>● Knowledge of emergency tiller operation</li> <li>● Steering with sails</li> </ul>	R
<p><b>Sail knowledge</b></p> <ul style="list-style-type: none"> <li>● Use of a trysail or storm-sail</li> <li>● Preventer use</li> <li>● How to properly furl an in-mast main: direction of wrap Wind 10 degrees off starboard, not allowing leech to fold back on itself near top of sail to prevent in-mast jam</li> <li>● Heaving to</li> </ul>	R
<p><b>Raft up</b></p>	R
<p><b>Boat systems and mechanical skills</b></p>	R
<p><b>Weather</b></p> <ul style="list-style-type: none"> <li>● Respect for the weather and making proper judgment call</li> <li>● Understanding of basic weather systems, including warm and cold fronts, high- and low-pressure systems, and what they mean for changing weather conditions</li> <li>● Experience with weather apps that provide wind and general weather forecasts, especially ones that provide marine forecasts</li> <li>● Ability to visually recognize dangerous weather situations, especially thunderstorms, squalls, etc.</li> <li>● Knowledge of what precautions to take before dangerous weather occurs</li> <li>● Formal weather course or sufficient experience to understand weather systems and be able to find local weather information.</li> <li>● Boat handling and safety requirements for fog conditions.</li> <li>● Beaufort Scale knowledge</li> </ul>	R
<p><b>MOB Recovery</b></p> <ul style="list-style-type: none"> <li>● Knowledge of MOB best practices</li> <li>● Immediate response – spotter, yell, throw floatables, depress MOB button on boat chartplotter or handheld marine GPS</li> <li>● Approaching the victim</li> <li>● “Quick-turn” method, victim on leeward side of the boat</li> <li>● Throw a line</li> <li>● Retrieving the victim</li> <li>● Different techniques: swim ladder, use of main halyard, boom, winching a line, etc.</li> </ul>	R

<ul style="list-style-type: none"> <li>● Risks – waves bouncing the boat, etc.</li> </ul>	
<p><b>Situational Awareness</b></p> <ul style="list-style-type: none"> <li>● Understand and utilize skipper situational awareness</li> <li>● Continually scanning and aware of and adjusting for proper sail trim, how to properly deal with intersecting traffic, present weather, approaching wind, tidal current, depth changes, and overall location.</li> <li>● Skipper gives instructions and tracks each instruction given to different crew members to assure instructions are being followed.</li> <li>● Skipper continually shifting focus 360-degrees from traffic, to trim, to anticipating wind changes, to debris in the water, crew, and weather.</li> </ul>	R
<p><b>Skipper experience/understanding of different boats</b></p> <ul style="list-style-type: none"> <li>● Not all vessels have right hand turning props</li> <li>● Prop walk</li> <li>● Prop wash</li> <li>● Monohull with double rudders and single prop</li> <li>● Monohull with single rudder and single prop</li> <li>● Sail Drive</li> <li>● Bow thrusters</li> <li>● Handling different and new GPS Chart Plotters.</li> <li>● Electric winch operation</li> <li>● Know to consistently look for and work with each of the above tools</li> </ul>	R
<p><b>Dinghy Operations</b></p> <ul style="list-style-type: none"> <li>● Safely loading dinghy from astern or midship depending on boat type</li> <li>● Number of persons loaded for different weather/water conditions</li> <li>● How to properly tow a dinghy in all sea states</li> <li>● Outboard motor operations in different water depths</li> <li>● Outboard secured/stored when sailing</li> </ul>	R
<p><b>Customs &amp; Immigration</b> Clearing into and out of each country visited</p> <ul style="list-style-type: none"> <li>● Boat &amp; Crew documentation control, Passports, Fees</li> <li>● Online clearance (in &amp; out) available online in some areas</li> <li>● Q flag / Country courtesy flag</li> <li>● Know charter company policies regarding approved countries to visit</li> </ul>	R