



ASSISTANT HATCHERY MANAGER

Downeast Institute - 39 Wildflower Ln Beals, ME 04611

Beals, Maine | Full-time, year-round | Starting wage: \$25.00/hour

Employer-paid health insurance | Retirement account match | Paid time off

About Downeast Institute

Downeast Institute for Applied Marine Research and Education is a nonprofit marine research and education organization located on Great Wass Island in Beals, Maine. Our work brings together applied marine research, shellfish aquaculture, education, and partnerships with commercial fishermen and aquaculture growers to strengthen Maine's coastal communities and marine economy. Our shellfish hatchery supports both research and commercial aquaculture, providing a unique environment where science and production work side by side.

About the Position

Downeast Institute is seeking an experienced and motivated Assistant Hatchery Manager to help lead the operation and continued growth of our shellfish hatchery.

Working closely with the Production & Research Hatchery Manager, the Assistant Hatchery Manager will help plan and coordinate commercial and research-scale shellfish production, supervise and train staff, monitor biological performance, troubleshoot production systems, and ensure production goals are met. This is a hands-on leadership position that combines shellfish production, staff supervision, applied research, and hatchery operations. The Assistant Hatchery Manager will also help identify and implement improvements that increase hatchery efficiency, reliability, production consistency, and capacity.

Primary Responsibilities

- Help develop and implement seasonal shellfish production plans based on commercial seed demand, research needs, and hatchery capacity.
- Coordinate daily hatchery operations and establish priorities for production technicians, interns, students, and seasonal personnel.
- Provide hands-on leadership across broodstock conditioning, spawning, larval culture, settlement, juvenile production, microalgae culture, nursery operations, and field grow-out.
- Monitor shellfish health, survival, growth, water quality, culture conditions, and production performance and adjust strategies as needed.
- Identify and implement opportunities to improve production efficiency, consistency, survival, and capacity.
- Train and mentor staff and students while promoting a collaborative, safe, and accountable work environment.
- Coordinate commercial seed orders with production schedules and help ensure customers receive high-quality seed accurately and on schedule.
- Maintain accurate production, inventory, customer, and operational records.
- Work with research staff to integrate applied research into hatchery operations and translate successful findings into improved production practices.
- Troubleshoot biological, mechanical, seawater, and environmental-control systems and help maintain high standards for sanitation, biosecurity, safety, and equipment maintenance.
- Monitor hatchery supplies and communicate purchasing, maintenance, and equipment needs.
- Participate in nursery, field research, demonstration farm, outreach, and other program activities.

- Help coordinate staff schedules and hatchery coverage, including occasional work outside regular business hours.
- Serve as the operational lead for the hatchery when the Production & Research Hatchery Manager is unavailable.

Qualifications

A bachelor's degree in aquaculture, marine biology, fisheries, marine science, or a related field or an equivalent combination of education and significant hands-on aquaculture experience is preferred.

Demonstrated experience in a shellfish hatchery, aquaculture production facility, or closely related marine production environment is strongly preferred. Experience supervising, training, or providing day-to-day leadership to staff, interns, or students is also desirable.

- Strong working knowledge of aquaculture or hatchery production practices.
- Reliability, initiative, sound judgment, and attention to detail.
- Ability to organize production activities, establish priorities, and manage multiple responsibilities.
- Strong problem-solving skills and the ability to troubleshoot biological and operational systems.
- Leadership skills and the ability to train, mentor, and provide clear direction to others.
- Strong teamwork, communication, organization, and recordkeeping skills.
- An interest in improving production methods and developing practical solutions to hatchery challenges.
- Ability to work independently and make routine operational decisions when appropriate.
- Basic computer proficiency and a valid driver's license.

Schedule & Physical Requirements

This is a full-time, year-round position. Most work occurs during regular daytime hours; however, hatchery production sometimes requires attention outside a traditional work schedule. The Assistant Hatchery Manager will share responsibility for appropriate hatchery coverage, including occasional early mornings, evenings, weekends, and adjusted schedules.

The position involves physically active work in hatchery, laboratory, and outdoor environments throughout the year. Candidates must be able to lift and carry up to 50 pounds, work for extended periods while standing, travel to field locations, and safely work in intertidal environments, including mudflats and other wet or uneven terrain.

Compensation & Benefits

The position has a starting wage of \$25.00 per hour. Downeast Institute provides employer-paid health insurance, an Employer Retirement Account (ERA) match, and paid time off. The position also offers opportunities for professional development and increasing leadership responsibility while gaining broad experience in commercial shellfish production, hatchery management, and applied marine research.

How to Apply

Interested candidates should submit a resume and cover letter to mwilliams@downeastinstitute.org. Applications will be reviewed as they are received, and the position will remain open until filled.

Take the next step in your aquaculture career while helping lead and improve shellfish production and applied research that supports Maine's working waterfront and marine economy.