

**Level 4 Skipper  
Catalina 30 - Raritan Bay & Beyond  
Extended Reservation Privileges**

*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 (Documentation)	R
Current first aid course training (Documentation)	S
Annual SEAS Monmouth Skipper Orientation (Documentation)	R
Sailing Resume (Documentation)	R
Coastal navigation course completed. (Documentation) Courses taught by the US Power Squadron, US Coast Guard Auxiliary, ASA, or US Sailing are recognized. Ability to read and plot a course using a nautical chart and also with electronic navigation (I.e.: chart plotter, handheld marine GPS, or use of Navionics or similar app on your electronic device).	R
Possess skills and knowledge of Skipper Levels 1, 2, & 3	R
<p><b>Areas of sailing:</b> Raritan Bay and its tributaries, Arthur Kill Strait, Kill Van Kull Strait, Newark Bay, Lower New York Bay, Rockaway Inlet, Upper New York Bay, Hudson River up to the Morris Basin Canal, East River, Long Island Sound, Sandy Hook Bay and its tributaries. Authority to pass under bridges in these sailing areas.</p> <p><small>*Areas of sailing and daylight hours as included in our insurance.</small></p> <ul style="list-style-type: none"> <li>● Additionally, any navigable waterways within 150 miles of the home port and within 10 miles of land.</li> <li>● Authority to make overnight reservations and have the boat away from its home slip overnight. Refer to <i>Boat Usage Policy</i> [insert hypertext link] for more information about overnight reservations.</li> <li>● There is <u>no</u> authorization to sail or motor at night.</li> </ul> <p><b>Prior to requesting checkout as a Catalina 30 - Level 4 Skipper (required)</b></p> <ul style="list-style-type: none"> <li>● Must meet all Catalina Level 3 Skipper requirements</li> <li>● Must have minimum 1-year experience as a Catalina Level 3 Skipper</li> <li>● Must have skippered at least eight (8) Catalina activity or private sails.</li> <li>● Must have served as 1st mate or skipper on a multi-day excursion on a sailboat of 30' or greater in length.</li> <li>● Must have crewed on a minimum of two (2) multi-day cruises.</li> </ul>	<p>Keelboat committee has current document</p>

<ul style="list-style-type: none"> <li>● On the water experience sufficient to command a boat in Upper/Lower New York Harbor and East River is required.</li> <li>● Demonstrated knowledge of all boat systems, basic maintenance, and mechanical skills are required.</li> <li>● Read in full and comprehend the Catalina operations manual <a href="https://sailseas.com/Monmouth/downloadable_documents/CatalinaOperMan.pdf">https://sailseas.com/Monmouth/downloadable_documents/CatalinaOperMan.pdf</a></li> </ul>	
<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>● How to summon assistance in an emergency (VHF and Cell phone)</li> <li>● Knowledge of closest landing point to meet medical emergency personnel</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>● 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>	R
<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> </ul>	R

<ul style="list-style-type: none"> <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>	
<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> <li>● Coaching crew on effective helmsmanship and sail trim</li> <li>● Skipper should be able to anticipate typical sources of difficulty such as where lines often snag (Jib sheet twists on cheek block at rear, reef lines need to be pulled through the boom, furling jib line can snag)</li> <li>● How to easily anticipate snag and be able to describe where slab-reef line # 1 line is different from Slab reef #2 line (by position of and color of their relative position near the aft end of boom)</li> <li>● Know when to reef sails on Catalina</li> </ul>	R
<p><b>Boat Log</b> Skipper to complete boat log at end of each boat use</p>	R
<p><b>Personal Skipper Log</b></p> <ul style="list-style-type: none"> <li>● Primary purpose of the skipper's log is to help you run an organized and safe boat.</li> <li>● How, when, and what entries should be made. (I.e.: Entries are never made in red ink, entries all in capital letters, etc.)</li> </ul>	S
<p><b>Navigation – Electronics &amp; Paper Charts</b></p>	R
<p><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></p>	R
<p><b>Knowledge and ability to use of USCG Local Notice to Mariners</b> <a href="https://www.navcen.uscg.gov/?pageName=lnmDistrict&amp;region=8&amp;ext=g">https://www.navcen.uscg.gov/?pageName=lnmDistrict&amp;region=8&amp;ext=g</a></p>	R
<p><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></p>	R
<p><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></p>	R
<p><b>Chartplotter</b></p> <ul style="list-style-type: none"> <li>● Use and operation of chartplotter on the Catalina</li> </ul>	R
<p><b>Radar</b></p> <ul style="list-style-type: none"> <li>● Knowledge of Simrad radar operation on the Catalina</li> </ul>	R
<p><b>VHF Radio</b></p>	R

<ul style="list-style-type: none"> <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> <li>● VHF channels for bridge opening request in area sailing</li> </ul>	
<p><b>Docking</b></p> <ul style="list-style-type: none"> <li>● Approaching and leaving a dock under various combinations of wind and current conditions</li> <li>● Sequence of connecting and disconnecting lines under various conditions</li> <li>● Use of spring lines</li> <li>● Understanding of warping techniques that can be used in various scenarios</li> <li>● Entering and leaving a slip under various combinations of wind and current conditions</li> </ul>	R
<p><b>Anchoring</b></p> <ul style="list-style-type: none"> <li>● Understanding how to choose a good spot to drop an anchor</li> <li>● Dropping anchor</li> <li>● Good coordination between bow crew and helm using agreed upon hand signals</li> <li>● Proper windlass use</li> <li>● Proper use of snubber</li> <li>● Retrieving/Weighing anchor</li> <li>● Freeing a stuck anchor</li> <li>● Anchor trip line usage</li> </ul>	R
<p><b>Picking up a mooring</b></p> <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
<p><b>Ungrounding</b></p> <ul style="list-style-type: none"> <li>● Knowledge of techniques to free a boat that has run aground</li> </ul>	R
<p><b>Rafting Up</b></p>	R
<p><b>Steerage</b></p> <ul style="list-style-type: none"> <li>● Wheel / Tiller</li> <li>● Autopilot usage and safety precautions</li> <li>● Knowledge of emergency tiller operation</li> </ul>	R

<ul style="list-style-type: none"> <li>● Steering with sails</li> <li>● Sailing a straight course</li> </ul>	
<b>Understanding how to reef sails on the Catalina</b> <ul style="list-style-type: none"> <li>● Reefing jib sail</li> <li>● Reefing of conventional mainsail</li> </ul>	R
<b>Heaving to - Catalina</b>	R
<b>Boat systems and mechanical skills - Catalina</b> <ul style="list-style-type: none"> <li>● A basic understanding of boat systems (fresh water, electrical, waste) and how to operate them</li> <li>● Holding tank waste pump out</li> <li>● Battery systems - usage and monitoring electrical</li> <li>● A basic understanding of engine (fuel, cooling, drive, how to bleed the fuel system of an air bubble)</li> <li>● Ability to perform routine maintenance tasks (e.g., checking coolant, oil, fuel and water filters, raw water strainer)</li> <li>● Changing an impeller</li> <li>● General familiarity with hand tools</li> <li>● Knowledgeable of standing and running rigging, and how to check the standing and running rigging prior to departing the dock, as a part of your pre-departure checklist</li> </ul>	R
<b>Weather</b> <ul style="list-style-type: none"> <li>● Respect for the weather conditions 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>● Familiar with Beaufort Scale</li> </ul>	R
<b>MOB Recovery</b> <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> </ul>	R

<ul style="list-style-type: none"> <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> <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 360 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>● Gives instructions to crew and tracks instructions to ensure they are being properly followed, especially at departure from the dock</li> <li>● Properly handle intersecting traffic from all directions</li> <li>● Observing possible weather changes or anticipating wind lines (between land masses, shoreline buildings, islands)</li> </ul>	R
<p>Minimum of two members of the Skipper Certification Committee (SCC) or their agent(s) to personally vouch for the applicant, based on firsthand sailing experience with the applicant. Two on-water check-outs.</p>	R