

# MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

## Marine Transportation Adjunct Faculty Positions – Fall 2018

### POSITION OVERVIEW

This document describes duties that the Academy expects of adjunct faculty members. Adjunct faculty are non-permanent, temporary faculty who are hired on a semester by semester basis.

The Marine Transportation Department seeks to fill 1-semester adjunct instructor(s) positions starting in January 2018. Instructor(s) to teach Electronic Navigation, , and several sections of Marine Communications Labs, Seamanship, Seamanship Labs, Small Craft Construction Labs, and Tanker Operations Labs are sought. The successful candidate(s) should be experienced with the subject matter and be able to teach modern and traditional seafaring and vessel operation skills.

A baccalaureate degree, valid USCG Unlimited/1600/500 Ton Master with current physical clearance and appropriate STCW certification are required. Prior college level teaching proficiency is highly desirable. Candidates without the above credentials will be considered based on previous, closely-related experience, including appropriate maritime industry or military service.

This position requires teaching aboard various MMA vessels and is subject to MMA's random drug testing program. Pre-employment drug testing and background check are required.

### TEACHING

Teaching responsibilities include time spent in the classroom, laboratory, or training ship(s) and in immediate preparation for these; maintaining and improving competence in subjects being taught; preparing contemporary teaching materials; conferring with students on course materials; directing individual and group studies and practical demonstrations; reviewing written examinations and papers; evaluating presentations; supervising independent study projects, supervising or teaching clinical cooperatives or industry programs, and assigning grades according to existing Academy policy.

### OTHER ASPECTS OF FACULTY PERFORMANCE

Collegiality, as well as professional and ethical conduct, enhances teaching, learning and the general reputation of all persons in the academy. Therefore, all faculty members are expected to serve in a collegial fashion and in accordance with professional and ethical principles when dealing with other faculty members, students, administrators, and members of the public.

### DUTIES

- Teach at undergraduate and graduate level in areas allocated by the Department Head and reviewed from time to time by the Department Head.
- Contribute to the development, planning and implementation of a high quality curriculum.
- Assist in the development of learning materials, by preparing syllabus and lesson plans and maintaining records to monitor student progress, achievement and attendance.
- Participate in the development, administration and marking of exams and other assessments.
- Provide advice and support to students.
- Inform students of their progress by promptly returning assignments, quizzes, papers and exams
- Hold 2 scheduled office hours per week and be willing to meet with students at other mutually agreeable times, if necessary.
- Maintain an awareness and enforce fire and health and safety regulations applicable to the teaching location.

## ESSENTIAL SKILLS

- Teaching and other forms of public presentation.
- Proven record of ability to supervise academic work by undergraduates or masters students.
- Proven record of ability to manage time and work to strict deadlines.
- Ability to write clearly and tailor communication style to meet the needs of the recipient.
- Ability to work collaboratively.
- Commitment to high quality teaching and fostering a positive learning environment for students
- Commitment to MMA's policy of equal opportunity and the ability to work harmoniously with colleagues and students of all genders, cultures and backgrounds
- Excellent interpersonal, organizational and communication skills are essential
- Ability to maintain composure in stressful situations
- High degree of professionalism
- Demonstrated integrity and ability to maintain confidentiality

## MINIMUM QUALIFICATIONS

- Bachelor's degree or higher from an accredited institution.
- USCG Unlimited/1600/500 Ton Master with current physical clearance and appropriate STCW certification.
- Prior college level teaching proficiency is highly desirable.

## SPECIAL CONDITIONS

- Background check is required
- Must present original copies of transcripts

## COURSES/POSITIONS AVAILABLE:

**NS101 : Introduction to Nautical Science** — An introduction to nautical science which covers basic skills that would put the student at the able bodied seaman level of knowledge and prepare the student for the U.S. Coast Guard lifeboat examination. This course supports the marine license program requirements to meet the Standards for Training, Certification and Watchkeeping (STCW). The course may have embedded assessment requirements that must be completed in addition to the class requirements. Rec. 2, Lab. 2, Cr. 2. *2 Sections Available*

**NS101 : Introduction to Nautical Science LAB** — An introduction to nautical science which covers basic skills that would put the student at the able bodied seaman level of knowledge and prepare the student for the U.S. Coast Guard lifeboat examination. This course supports the marine license program requirements to meet the Standards for Training, Certification and Watchkeeping (STCW). The course may have embedded assessment requirements that must be completed in addition to the class requirements. Rec. 2, Lab. 2, Cr. 2. *10 Sections Available*

**NS122 : Cargo I** — A study of vessel cargo and the role of the ship in integrated transportation systems. At the introductory level topics include cargo responsibility, fundamental objectives of good stowage, and a survey of cargo gear. The role of the ship's officer is examined and related to various types of vessels and cargo operations. This course supports the marine license program requirements to meet the Standards for Training, Certification and Watchkeeping (STCW). The course may have embedded assessment requirements that must be completed in addition to the class requirements. Rec. 3, Cr. 3. *2 Sections available*

**NS 135: Small Craft Construction LAB** - Vessel construction terminology, the process of lofting, and scantling requirements are discussed. The lab is focused on the building of a variety of half models, and work on a small craft. This course supports the marine license program requirements to meet the Standards for Training, Certification and Watchkeeping (STCW). The course may have embedded assessment requirements that must be completed in addition to the class requirements. Rec. 2, Lab. 2, Cr. 3 *2 lab sections available*

**NS272 : Terrestrial Navigation Lab** — Weekly exercises aboard Academy watercraft and in the Academy's Bridge and Navigation Simulator allow the student to practice the skills taught in NS271. This course supports the marine license program requirements to meet the Standards for Training, Certification and Watchkeeping (STCW). The course may have embedded assessment requirements that must be completed in addition to the class requirements. Prerequisite: Must be taken concurrently with NS271. Lab 3, Cr. 1. *3 Sections Available*