

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

Part-time CED Basic and Advanced Polar Navigation Instructor (Pool)

POSITION OVERVIEW

The Polar Navigation Instructor will teach the fundamentals of operating in polar waters. The instructor will be required to instruct both the blended learning basic class that is online with a one-day final assessment on campus and the in-person week-long advanced class that requires knowledge of the Transas vessel operations simulator.

TEACHING

Teaching responsibilities include assessing student's ability understand the safe operations of vessels in polar and Arctic regions. Ability to explain the science, mechanics, operational procedures, and regulations applicable to operating in polar regions. Ability to assess student's through use of the Transas Arctic simulator. Ability to instruct student's in an online platform setting.

DUTIES

- Teach continuing education students in areas allocated by the Department Head and reviewed from time to time by the Department Head.
- Assist CED with STCW renewal, updates, and language of course when needed.
- Assist with necessary changes and updates to the blended class on Canvas as needed.
- Assist in the development of learning materials, by preparing syllabus and lesson plans, presentations, 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.
- Follow student's progress through Canvas platform.
- Use of Transas simulators for practical assessments of navigating in polar waters.

ESSENTIAL SKILLS

- Teaching and other forms of public presentation.
- Proficiency in the operational limitations and safety requirements of polar operating vessels.
- Familiarity with shipboard systems associated with the design and safe operations of vessels navigating Arctic regions.
- 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.
- STCW license.
- Must be approved by USCG to instruct (approval request will be made by CED)

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SPECIAL CONDITIONS

- Background check is required
- Smoke- and tobacco-free campus.

PHYSICAL/ENVIRONMENTAL FACTORS

- Required to reach with hands and arms.
- Use hands to handle or feel and talk or hear.
- Requires use of computer monitor.
- Requires standing and walking frequently.