

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

Chemistry Adjunct Faculty – Spring 2019

POSITION OVERVIEW

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

The successful candidate for this position will teach a non-majors chemistry course to engineering majors; the successful applicant may also teach several of the accompanying laboratories sessions, depending on interest.

COURSE DESCRIPTION

Reporting to the Ocean Studies Department at Maine Maritime Academy, this position will teach the following course:

CH101: Chemical Principles —Examines basic concepts of general chemistry, including: stoichiometry, atomic structure, periodic properties, chemical bonding, states and properties of matter, equilibria, acids and bases, and properties of organic compounds.

This is a one-semester chemistry course for engineering students majoring in Power Engineering Technology, Power Engineering Operations, Marine Engineering Technology, and Marine Engineering Operations. This course is taught by the Ocean Studies as a service course for the engineering department. The adjunct candidate will be expected to teach several lecture and lab sections. CH101 is designed to give engineering students an appreciation for the role of chemistry in different areas of engineering. Subjects covered include atoms and molecules; moles, stoichiometry, and chemical equations; reactions in aqueous solutions; gases; the periodic table and atomic structure; energy and thermodynamics; reaction kinetics; equilibrium; electrochemistry.

TEACHING

The successful candidate will enthusiastically embrace working with undergraduate students in classroom and other settings. Teaching responsibilities include time spent in the classroom; maintaining and improving competence in subjects being taught; preparing contemporary teaching materials; conferring with students on course materials; developing, administering, grading and providing feedback, and assessing written examinations and papers; evaluating presentations; and supervising independent student projects.

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 the undergraduate level an introductory survey course in chemistry for engineering majors in MET, MEO, PET and PEO majors and associated labs (as assigned).
- Develop learning materials, prepare assessments, and maintain records to monitor student progress, achievement, and attendance.
- Inform students of their progress by promptly returning assignments, quizzes, papers, and exams.
- Participate in departmental and faculty seminars aimed at sharing research outcomes and building interdisciplinary collaboration within and outside the department.
- Maintain one's own continuing professional development.
- Provide advice and support to students.
- Maintain an awareness and enforce fire, health, and safety regulations applicable to the laboratory environment.

ESSENTIAL SKILLS

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

MINIMUM QUALIFICATIONS

- Minimum: B.S. in a related field with significant teaching experience at the high school or college level.
- Preferred: M.S. or Ph.D. in chemistry or a related field
- Demonstrated experience teaching undergraduate or equivalent introductory Chemistry
- Knowledge of and experience with basic marine science-related laboratory procedures and health and safety protocols

SPECIAL CONDITIONS

- Criminal background check is required
- Must present original copies of transcripts
- Tobacco Free Campus