

# MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

## Marine Engineering Cadet Shipping Engine Coordinator

The Marine Engineering Cadet Shipping Engine Coordinator position is a one-year appointment that runs from January 1 to December 31 of each year. Cadet Shipping Engine is a field experience on appropriate commercial maritime vessels for students enrolled in the U. S. Coast Guard unlimited Third Assistant Engineer license program. The person appointed to this position works with the Director of Career Services to assist students with the Cadet Shipping Engine course in the Marine Engineering curriculum. The Marine Engineering Cadet Shipping Engine Coordinator is responsible for the following:

1. Revise and update the Engineering Sea Project Manual prior to March 15, 2020. Revisions are to be done with the advice and consent of the Engineering Department Chair.
2. Provide technical assistance to the Director of Cadet Shipping as necessary. This may include the following:
  - Participate in cadet shipping meetings.
  - Assists maintaining the course CANVAS pages.
  - Be available during the summer to answer student questions regarding their projects.
  - Assist in making judgements about students' academic preparedness
  - Help with locating and evaluating new cadet shipping sponsors
  - advise on technical issues
3. Consult with industry officials on cadet shipping matters as needed.
4. Receive and grade with written comments the completed student sea projects, and review results with students. Meet with each student at the end of the co-op period for a debriefing with comments on the written project or report.
5. As this course is a prerequisite, grades, based on the debriefing and evaluations from the employers, must be submitted to the Registrar before the registration period. Coordination with the Registrar is necessary.
6. Provide support and evaluation for students who undertake this experience during the fall, winter and/or spring semesters similar to that provided for summer cadet shipping students.
7. Serve as a member of the Training Committee.

### QUALIFICATIONS

1. Background/experience in teaching courses in Marine Engineering, or
2. Holds a U. S. Coast Guard license as an unlimited Third Assistant Engineer or above, or
3. Possess recent experience in commercial maritime shipping in either active or observer status.

### COMPENSATION

The stipend is \$170.00 per fully graded, enrolled student. The stipend is paid in installments as follows:

- Coordinators will be paid after student conferences are completed, course grades are received by the Registrar's Office, and verified by the Dean's Office to Payroll.