

# MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

## Marine Transportation Adjunct Faculty Positions – Spring 2021

### 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 2021. Courses requiring Adjuncts Instructor(s) are Electronic Navigation Labs, Seamanship Labs and Small Craft Construction Labs. 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/1600/500/200 Ton Mate 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 may require teaching aboard various MMA vessels. A background check is 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 level in areas allocated by the Department Head and be 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 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.
- 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/1600/500/200 Ton Mate 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:**

**NS 135: Small Craft Construction Lab** – Must be conversant with vessel construction terminology, lofting, and scantling requirements. The labs focus on the building of a variety of half models, and working on a small craft. Strong safety ethic, proper use of PPE and ability to supervise inexperienced students around tools required. 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. Lab sessions are 2 hours each. *4 lab sections available \$1500.00/section*

**NS241 Seamanship Lab** — Seamanship Labs focus on knots, splices, lashings, block & tackle, whippings, line care, mooring lines/capstans/winches and ground tackle, with related assessments. 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. Lab sessions are 2 hours long. *6 sections available \$1000.00/section*

**NS293: Electronic Navigation Lab** — Weekly exercises in the RADAR simulator focus on radar proficiency, radar plotting, using RADAR for collision avoidance, as well as applying theory taught in NS292. Successful completion of this course is necessary for certification as a USCG RADAR Observer. This course supports the marine license requirements to meet the Standards for Training, Certification, and Watchkeeping (STCW). Co-requisite: NS292. Labs sessions are two hours long. *2 sections available \$1500.00/section*