

MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

Assistant Professor of Engineering (Electrical Focus) Core Faculty for the Power Engineering Technology (PET) Program

Target a beginning date for the fall semester of 2023

POSITION OVERVIEW

This document describes duties that the Academy expects of faculty members. These may change with each academic year, through discussions between you and your department chair/dean of faculty/provost. You will be reviewed and evaluated based on how well you perform these duties in a retention and promotion process.

The responsibilities for this position will include the following: teaching, student advising, scholarship, service, and administrative responsibilities. Teaching is the fundamental responsibility of each faculty member; all faculty members are expected to participate in this activity.

The incumbent will teach general undergraduate engineering courses at the discretion of the department chair, typically including courses with a focus on electrical and electronic principles and the associated technologies used in the fields of shore side power engineering and marine engineering. In other words, you may teach courses with students in various engineering programs, both shoreside and marine.

TEACHING

Teaching responsibilities include (but are not limited to):

- Time spent in the classroom, laboratory, and online
- Preparation for classroom, laboratory, and online classes
- Maintaining and improving competence in subjects being taught
- Preparing contemporary teaching materials
- Conferring with students on course materials
- Directing individual, group study, and recitation
- Reviewing written examinations and papers
- Evaluating presentations
- Supervising independent study projects
- Supporting industrial field experiences (co-ops) in the PET program

ADVISING

Student advising includes time spent meeting with students regarding academic, curricular, industrial field experience, and full-time career matters.

SERVICE

Academy service includes, but is not limited to, service on the Faculty Senate, Academy and Engineering Departmental committees. Professional service implies the use of academic and professional expertise to serve your profession, the community, the state, the nation, or the world.

SCHOLARSHIP

Professors must evidence their documented and continued professional development. Scholarship enables individuals to remain current in the theory, practice, knowledge, skills and/or pedagogy of their disciplines. For some, scholarship and continued professional development may mean hands-on development and training in industry. The scholarly expectations of faculty should be consistent with the mission and purposes of Maine Maritime Academy.

OTHER ASPECTS OF FACULTY PERFORMANCE

Collegiality, as well as professional and ethical conduct, enhances teaching, learning and the general reputation of all people 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 in areas allocated by the department chair or dean. Contribute to the development, planning and implementation of a high-quality curriculum in taught courses as well as the PET program. Assist in the development of learning materials, preparing lesson plans and maintaining records to monitor student progress, achievement and attendance.
- Participate in departmental and faculty seminars aimed at sharing research outcomes and building interdisciplinary collaboration within and outside the department.
- Participate in the development, administration and marking of exams and other assessments of students within and without your department.
- Inform students of their progress by promptly returning assignments, quizzes, papers and exams.
- Contribute to departmental, faculty, or Academy-wide working groups or committees as requested.
- Maintain one's own continuing professional development.
- Will be required to support and participate in summer industrial field experience courses.
- Expected to advise students in the engineering undergraduate programs, and assist in department academic and administrative functions including serving on departmental and campus-wide committees.

All academic staff are expected to demonstrate their ongoing commitment to academic excellence; that is, to the conduct of possible research, publication, teaching, and other forms of knowledge transfer, at the highest levels of achievement.

ESSENTIAL SKILLS

- Teaching and other forms of public presentation
- Ability to supervise academic work by undergraduate students
- Ability to manage time and work to strict deadlines
- Ability to work collaboratively
- Excellent interpersonal, organizational and communication skills
- Ability to maintain composure in stressful situations
- High degree of professionalism

- Integrity and the ability to maintain confidentiality
- Ability to adapt to changing priorities and conditions

REQUIRED QUALIFICATIONS

- Bachelor's degree or higher in engineering or engineering technology
- Experience in the power engineering, naval nuclear power, or plant engineering fields
- Experience with high-voltage equipment installation, operation, and/or training
- Excellent communication and leadership skills

PREFERRED QUALIFICATIONS

- Advanced degree(s) in electrical engineering or electronic engineering
- Professional or research experience in the electrical power industry
- State of Maine Third Class Stationary Steam License or higher, other states considered
- U.S. Coast Guard Electro-Technical Officer or Equivalent Rating
- Professional Engineer (PE) license or demonstrated progress towards licensure
- Academic instructional experience

SPECIAL CONDITIONS

- Tobacco-free campus
- Background check required
- Must present official copies of transcripts

PHYSICAL/ENVIRONMENTAL FACTORS

- Typical classroom and office environment are in multi-story buildings with elevator access.
- Work in the labs may require climbing up and down ladders and gangways, lifting and carrying materials, occasional work in excess heat, cold, dampness or dry atmospheric conditions.
- Occasionally lift and move up to 50 pounds.
- Climbing steep stairs or vertical ladders without assistance