



JOB DESCRIPTION

Position Title	Lecturer in Nautical Studies
Faculty/Department	Solomon Islands Maritime College
Reports to	Senior Lecturer (HOD), Nautical Studies Department
Position Level	Band 3 (TVET)
Purpose Of the Role	This position requires an individual with expertise in his or her subject area. The role involves assisting with course development, planning and delivering learning experiences aligned with course objectives, and developing relevant instructional materials. The successful candidate will also be responsible for student consultations, assessment, maintaining student records, and supervising student placements. Furthermore, the role includes the training of seafarers in accordance with the International Maritime Organisation (IMO) Standards of Training, Certification and Watchkeeping for Seafarers (STCW) Code 1978, as amended. The position also ensures that the department fully complies with both SINU academic policies and Solomon Islands Maritime Authority (SIMA) requirements.
Detailed Roles & Responsibilities	
Teaching and Learning	• Deliver instructional content and prepare detailed lesson plans for all assigned courses. • Prepare, administer, and mark assignments and examinations, providing constructive feedback to students. • Develop and apply innovative teaching techniques and materials that create interest, understanding, and enthusiasm among students. • Monitor course and student performance by requesting feedback and providing advice.
	• Ensure that teaching content and methods of delivery are in accordance with equal opportunities and responsive to staff and student needs.
Research	• Determine relevant research objectives and prepare research proposals. • Assist in externally funded projects. • Identify sources of funding and conduct research aligned with the core objectives of the College and University. • Write or contribute to publications and disseminate research findings. • Present at national and international conferences, exhibitions, and similar events. • Maintain up-to-date professional knowledge and skills.

Service & Community Engagement	• Build and maintain relationships with community organisations, local authorities, and industry stakeholders. • Organise and participate in community outreach programs, seminars, and workshops. • Promote the College's services and expertise within the community and industry sectors. • Facilitate community-based projects and initiatives that align with the College's mission. • Represent the College at community events and forums. • Encourage student participation in service and community projects to foster social responsibility
Administration	• Assist the HOD of the Nautical Studies Department, ensuring effective management of administrative functions. • Provide administrative guidance to students on course requirements, training documentation, and academic procedures. • Support departmental and committee meetings
Qualification & Experience	The candidate must possess a Class 2 Mate / Master STCW Foreign Going Certificate of Competency (CoC) or higher; other management/leadership qualifications, as well as a teaching or instructor's certificate, will be an advantage. • More than 5 years of teaching and working onboard ships experience. • Wide breadth and depth of specialist knowledge in own area of expertise. • Understanding of different teaching and learning methods. • Computer proficiency in all MSO standard packages and applications (word processing, e-mail and internet use, and spreadsheets).
Key Deliverables	• Support, mentor, and monitor students' academic progress. • Assess student work and provide timely, constructive feedback. • Plan and deliver effective, engaging, curriculum-aligned teaching. • Review and update course content and teaching methods.

Key Selection Criteria (KSC)	1. Experience • Relevant Teaching experience in nautical studies, maritime studies, marine operations, or a related field 2. Teaching Material • Ability to develop and update curriculum, course materials, and assessments. 3. Communication and teamwork • Strong communication skills and ability to work collaboratively with maritime-industry partners and colleagues.
	4. Assessment and feedback • Ability to design and mark assessments, evaluate practical competence, and provide clear, constructive feedback. 5. Student support • Ability to mentor students and support their academic and professional development.
Compliance	• Adhere to SINU academic and institutional policies, OHS, and Code of Conduct • Support quality assurance and accreditation requirements
Terms and condition	This position is offered on a Fixed Term contract of Five (5) Years, Subject to performance review and renewal in accordance with university Policies. Annual Salary Range: \$ 71,172.26 - \$ 95,698.65 SBD Annual Leave Entitlement: 20 working days Annual Gratuity: 15% of annual basic salary (paid biannually) Housing: A 15% housing allowance of basic salary and/or access to university rental policy schemes An attractive annual leave benefit package

	SECTION H - APPROVAL (Business use only)
	<i>This Job Description is approved on the basis that I believe it accurately reflects the requirements of the position and will assist the SINU to achieve its Strategic objectives:</i>  Director Human Resource <u>19/10/2026</u> Date-Approved <u>Additional Comments:</u>