



JOB DESCRIPTION

Position Title	Assistant Lecturer in Nautical Studies
Faculty/Department	Solomon Island Maritime College
Reports to	Senior Lecturer (HOD), Nautical Studies Department
Position Level	Band 2 (TVET)
Purpose Of the Role	This position requires a person who is an expert in his or her subject area. The role involves assisting in course development, planning and delivering learning experiences that meet course objectives, developing instructional materials, engaging in student consultations, assessing and maintaining student records, and supervising student placements. The candidate will also be responsible for training seafarers in accordance with the International Maritime Organisation (IMO) Standards of Training, Certification, and Watchkeeping for Seafarers (STCW) Code 1978, as amended.
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	• Assist with externally funded projects. • Identify funding sources and conduct research aligned with the objectives of the College and University. • Write or contribute to publications and disseminate research findings. • Present research at national and international conferences and similar events.

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	• Contribute to course review and ensure teaching and assessment processes comply with college requirements. • Assist in providing administrative guidance to students on course requirements, training documentation, and academic procedures. • Support departmental and committee meetings
Qualification & Experience	Applicants must hold an Officer of the Watch (OOW) or Class 3 Master Certificate of Competency (CoC) or higher, along with a recognised teaching certificate. • 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	• Deliver high-quality, inclusive teaching that meets College standards and supports student achievement. • Contribute to curriculum development, course review, and quality assurance. • Conduct and disseminate relevant research, and contribute to funded projects • Collaborate effectively with colleagues and build productive relationships with employers and professional bodies.

Key Selection Criteria (KSC)	1. Experience • Relevant Teaching experience in nautical studies, maritime studies, marine studies, or a related field • Strong knowledge of maritime subjects such as navigation, seamanship, ship stability, maritime safety, and relevant regulations. 2. Teaching Material • Ability to plan and deliver engaging theoretical and practical instruction. 3. Communication and teamwork • Strong communication skills and ability to work collaboratively with maritime-industry partners and colleagues. 4. Assessment and feedback • Ability to assess student work, provide constructive feedback, and support diverse learning needs. 5. Student support • Ability to mentor students and support their academic and professional development.
Compliance	• Adhere to SINU 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: \$ 57,546.49 - \$68,447.11 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)

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:



..... 19/10/2026

Director Human Resource Date Approved

Additional Comments: