42 N. Water St.
Port Hadlock WA 98339
nwswb.edu

Job Description: **Marine Systems Instructor**
Hours: **Full Time**
Reports to: **Lead Marine Systems Instructor**
Compensation: **Salary ranges $24-$29/hour based on experience and full benefit package**

The Marine Systems Instructor plays a key role teaching in the 9-month competency-based marine systems program at the Northwest School of Wooden Boatbuilding and also teaches week-long Intensives to industry professionals. We're looking for a candidate who blends an ability to communicate and a desire to teach with strong technical marine systems skills. The ideal candidate will have strong systems/mechanical skills, be a team player, and work with dedication towards the success of the program. Teaching experience is required.

Job Responsibilities

1) Instruction

- Teaches future marine technicians using lectures, demonstrations, student feedback, homework assignments, 1:1 sessions checking student competencies, and field training
- Teaches industry best practices and standards
- Provides student assessments through daily feedback, review of hands-on competencies and bi-quarterly evaluations.
- Provides continuity in the classroom when Lead Systems Instructor is off campus
- Supports curriculum development and refinement in conjunction with the Lead Systems Instructor; tracks and implements lessons learned and tracks new ideas for future class sessions
- Teaches one-week Marine Systems Intensives to industry professionals
- Completes regular professional development training

2) Project Management

- Assists Lead Instructor in project estimates
- Provides weekly project reports to the Lead Systems Instructor
- Orders supplies and materials as assigned by Lead Systems Instructor
- Tracks and reports student competencies

3) Safety

- Maintains a safe, clean, and healthy learning environment
- Provides all required tool and machinery safety instructions to students

4) Communication

- Attends all staff meetings, in-service days
- Works with Lead Systems Instructor to establish annual work and vacation schedules
- Works constructively with students from all backgrounds and skill levels

5) Curriculum and Logistics Support

- With Lead Instructor, tracks schedule of course calendar

- Maintains inventory of equipment; labeling equipment as needed; ordering supplies; designing storage for equipment; maintaining order in the shop
- Coordinates moving equipment between storage and the classroom, and on and offsite
- Builds mockups as needed; may also supervise others building mockups
- Coordinates with visiting Subject Matter Experts – logistics; materials; orderings; general support
- Maintains master version of all course documentation on Sharepoint; ensuring materials from Subject Matter Experts meets appropriate formats and are archived appropriately
- Prepares notebooks of student materials when needed for 9-month program and Intensives

Minimum Qualifications

- A minimum of three years of industry experience building and repairing boats
- A demonstrated ability to teach and explain concepts and tasks to other people

Desired Qualities

- Ability to communicate effectively and explain key concepts to individuals who may have no prior hands-on trade experience or other related skills and experience
- Demonstrated ability to set priorities, manage multiple tasks/deadlines, and adapt to changes
- Strong organizational and problem-solving skills
- Strong as both individual contributor and team member
- Curiosity, self-awareness, a bias for customer service

About working with NWSWB

Our role in developing the Marine Trades workforce is maturing at a critical time for the industry. We teach not only the skills required but also strive to instill the hallmarks of craftsmanship to give our graduates immediate desirability in the market. We all share values that align with the mission of the school:

- Dedication to craftsmanship and hands-on learning
- Acting with authenticity and integrity
- Focus on continuous learning and improvement
- Experience recognizing vulnerability in oneself and others, so that there is compassion foroneself and others when under stress and when things don't go as planned
- Promotion of diversity and a commitment to lifting up the power and promise of all marginalized groups.

Compensation and Benefits

The position is full-time, 40 hours/week reports to the Lead Marine Systems Instructor. The hourly rate is $25/hr to $29/hr, depending on experience.

We offer these supports to help you manage your mental, emotional and physical health:

- Paid sick days, vacations, and holidays
- Health insurance available from your first day of employment
- Simple IRA 403b retirement program with 3% match

Start Date and Location

This is a full-time position with a potential start date in February. This school is located in Port Hadlock on a 7-acre waterfront campus at 42 N. Water St., Port Hadlock, WA 98339.

COVID

The Northwest School of Wooden Boatbuilding is a vaccinated campus and is following all federal, state, and local health guidelines.

To Apply

Please complete a job application and send to jobs@NWSWB.edu.