



Job Position: Faculty Member

Reports To: Academic Dean

Assignment Type: Temporary, Full Time

Location: Shipboard position. Sailing on the MV *World Odyssey*, either September to December for Fall voyages, or January to April for Spring voyages. Itineraries are posted in advance but always subject to a variety of changes both major and minor, before *and* during the voyage. Please reference semesteratsea.org for the most updated itinerary.

Organization Description:

Established in 1963, the Institute for Shipboard Education (ISE) is a 501(c) non-profit organization. In collaboration with academic partner Colorado State University, ISE delivers the Semester at Sea[®] program, one of the longest operating higher education study abroad programs. Semester at Sea[®] provides its students a global comparative education through classroom and experiential learning in the field. The Semester at Sea[®] floating campus, the MV World Odyssey, carries around 550 students plus faculty, staff, and others. The duration of the semester voyage is typically 105 days, including visits to 8-10 countries. ISE conducts two semester voyages annually and additional alumni travel programs. See semesteratsea.org for more information.

Organization Mission:

The mission of Semester at Sea[®] is to educate individuals with the global understanding necessary to address the challenges of our interdependent world. With the world as our classroom, our programs integrate multiple-country study, interdisciplinary coursework, and experiential learning for meaningful engagement in the global community.

Position Description:

Faculty members generally teach three courses on a fall or spring voyage, and contribute to the shipboard community in other important ways. ISE's Senior Academic Officer, jointly with the Academic Dean for each voyage, selects the faculty based on each applicant's expertise and experience teaching courses similar to the Semester at Sea[®] Frequently Offered Courses or other courses of interest, as well as their international and/or intercultural experience.

Essential Duties and Responsibilities:

The individual in this position must be able to perform the essential duties and responsibilities with or without reasonable accommodation

- Prior to the voyage:

- Prepare syllabi and field activities for mutually agreed-upon undergraduate courses; normally at least one course is junior-senior level. Syllabi are to be approved by Colorado State University
- Consult with the Academic Dean and with ISE staff members as needed for voyage planning
- Make all necessary travel arrangements, including passport, visas, and vaccinations, and travel to the port of embarkation
- During the voyage:
 - Teach undergraduate courses
 - Develop and lead in-country field work for each course taught. The field work associated with each course, included in tuition, is an integral part of the Semester at Sea experience for students and accounts for 20% of the course grade
 - Provide additional academic leadership in experiential learning by serving as trip liaison for an existing field program
 - Participate in the Global Studies core course, if selected to give guest lectures and/or co-lead intercultural post-port reflection groups
 - Give one or more presentations in the Evening Seminar Series
 - Be available for student contact outside the classroom
 - Participate in program evaluation

Requirements:

- Be available for a full semester assignment
- Have or be able to obtain a valid passport and required visas, as well as any vaccinations as directed by a health care provider or required by the program; this applies to the faculty/staff member and any accompanying companions
- Successfully pass a background check

Minimum Qualifications and Skills:

- Recent demonstrated undergraduate and/or graduate teaching effectiveness (normally within the last 3 years)
- Expertise in a field of study applicable to Semester at Sea's program of comparative experiential international education
- Support the mission of ISE; reflecting ISE values, candidates are expected to have a demonstrated ability to advance the SAS commitment to support diverse and inclusive community-building
- Ph.D. or equivalent terminal degree, or a Master's degree plus significant related professional experience

Preferred Qualifications and Skills:

- Substantial related international and/or intercultural experience or expertise
- Training and/or participation in diversity, inclusion and equity initiatives
- Recognition of teaching excellence (e.g. teaching awards)

- For Ph.D./terminal degree applicants, significant scholarly achievements

Working Conditions:

- Initial Adjustment: Shipboard life can be stressful for some voyage participants, particularly those with anxiety issues and those who require a longer period of acclimation to highly stimulating and fast-paced environments
- Environment: This job position requires work performed on a moving ship for which there are narrow doorways, and tight, enclosed quarters. There may be odors or noise. The temperature on the ship can be cool or warm, depending on many variables. There may be periods of rough seas, making it harder to move on the ship.
- Health: A health team (physician, PA/NP, counselors) are available on the ship. The medical capabilities while at sea are focused on urgent care and temporary stabilization of emergency medical and mental health conditions using basic medical supplies and equipment with a limited formulary. Very limited medications may be available; voyagers are expected to bring sufficient current medications for the entire voyage. In some regions there may be no access to emergency evacuation. While in port, local health care system resources are utilized, which can vary widely in capabilities. Counseling services typically focus on short-term, solution-oriented intervention to address situational issues. Owing to the unique semester schedule divided between port and sea days, counselors cannot meet with voyage participants on the equivalent of a week to week basis. Extended psychological or psychiatric services are not available on the ship and are limited in quantity and quality in different ports. Voyagers who present a risk to themselves or others will likely be required to leave the ship to receive more extended and appropriate care as this cannot be provided on the ship.
- Sea Conditions: It is not uncommon for participants to experience sea-related conditions, including but not limited to: loss of balance and potential risk of falls; seasickness; vertigo; nausea; and difficulty concentrating
- Accessibility and Accommodation: On the vessel, elevators may not always be accessible. There are a limited number of wheelchair accessible cabins. Some field programs/classes may not be accessible to those with physical disabilities. Depending on the port facilities, tides affecting the gangway, and weather, those with physical disabilities may not be able to always disembark the ship
- Privacy: Faculty and staff can expect to be in the company of students, lifelong learners, and dependent children when in public areas on the ship. Overall, privacy is very limited aboard the vessel.
- Food & Dining: It may not be possible for the ship to accommodate certain dietary restrictions onboard or in the field. Dining is limited to brief windows of time & facilities are typically busy.
- Time Frame: There are over 100 days of travel on a 700+ passenger ship. The 100 days are divided between time at sea and time on land in foreign ports. There may be voyage segments that include long stretches at sea. Classes are held nearly every day at sea; there are no regular 'weekend' breaks.
- Field Program: Travel and sometimes significant walking are required for Field Programs/Classes. Field programs are optional fee-based in-country experiences organized

by ISE available to all voyagers. Field classes are led by faculty members and are required, eight-hour, in-country components of each course. They account for 20% of each student's grade in that course.

Physical Demands of the Job:

- Computer work is required
- Extended walking and standing, sometimes on uneven surfaces, is required
- Lifting/carrying/bending/moving objects up to 25lbs
- Climbing stairs to embark and disembark the ship, in the port terminal, and in-country may be required

Compensation:

- Stipend of \$12,000, paid in three equal installments during the voyage (3 courses);
- Travel assistance to help defray the cost of travel to and from the ship. More information to be provided once embarkation details are confirmed;
- The opportunity to request to bring an adult companion and dependent children/teenagers for an additional fee. Note that requests for companions and dependent children/teenagers are subject to availability and contingent upon health, safety and capacity regulations;
- Opportunity to apply to be a Trip Liaison (a faculty or staff member that works with providers on our field programs to ensure expectations are carried out by the providers as planned, to serve as a point of contact for field program participants and to evaluate and respond to any health or safety issues while on the field program), and receive ISE in-country field programs for a free or reduced price;
- Passage, room and board on the Vessel during the Term of the Agreement; and
- Medical Emergency and Evacuation insurance coverage.

Application Deadline: For fullest consideration, please submit your application 17 months in advance of embarkation (April 1 for Fall voyages; August 1 for Spring voyages). However, faculty selection proceeds on a rolling basis and applications will be accepted until all voyage faculty positions are filled.

Application Guidance:

- Go to www.semesteratsea.org/employment and follow the Faculty Positions link.
- Use Google Chrome as your web browser. It interfaces with ADP better than other web browsers.
- Please complete and save your prepared documents in advance of beginning the online ADP application.
- Allow plenty of time to complete the application, upload materials, and submit the application.
- Work cannot be saved; applicants cannot return to in-progress applications at a later time.

- Once an application has been submitted, it cannot be altered or changed.

Application Instructions:

To receive full consideration, please submit your application materials as follows:

- Submit both a **cover letter and CV/resume**; your cover letter should address your interest in the position and your qualifications as aligned with the requirements of the position.
- In **bold typeface** at the top of your cover letter, please identify the course(s) you are proposing to teach. All courses taught on the ship are selected from courses listed in the Colorado State University catalog (www.catalog.colostate.edu) and 70% are from the Frequently Offered Courses list.
- Prepare your cover letter and resume as a **single document** in the following order: cover letter first followed by your CV/resume.
- Submit your single document as a **PDF file** (not as a Word document or other file type), using a file name that begins with your last name (e.g. Smith SAS app Spring 2023) uploaded to the "Resume" option.
- Submit evidence of teaching effectiveness (course/peer evaluations, awards/certificates, training certificates, etc.) as an additional attachment. Submit this document as a **PDF file**, not as a Word document or other file type.
- Do **not** submit additional documentation; additional documentation is not requested at this time and will not be reviewed or considered

Failure to submit your application according to any or all of the above criteria may limit consideration for the position.

Please direct your position-specific questions to Human Resources at hr@isevoyages.org. Please, no phone calls.

The Institute for Shipboard Education | Semester at Sea is an equal opportunity employer. We encourage anyone, regardless of race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression, pregnancy, or any other classification protected by law, to apply.