



SITTING BULL COLLEGE 9299 HWY 24 FORT YATES, ND 58538

www.sittingbull.edu

701.854.8000

EMPLOYMENT OPPORTUNITIES



Closing Date: **Until Filled**
POSITION TITLE: Agriculture Division Program Technician I
LOCATION: Sitting Bull College
Fort Yates
SALARY: Administrative, Level I
(\$32,400-38,400)
SUPERVISION: Division of Agriculture Director

SUMMARY OF WORK:
Responsible for assisting in the delivery of agriculture programming, including workshops, clinics, and routine training activity. Responsible for overall maintenance of equipment and facilities.

DUTIES AND RESPONSIBILITIES:

1. Assist Division of Agriculture Director with carrying out agriculture division programming.
2. Responsible for gardens including planting, maintaining, harvesting, and providing farmers/community markets.
3. Assist with livestock as instructed by the Division of Agriculture Director.
4. Provide and facilitate educational/vocational workshops in farming and ranching.
5. Maintain Agriculture Division facilities.
6. Maintain inventory of department equipment.
7. Operate and maintain all Ag Division equipment.
8. Provide friendly, helpful customer service to students, clients and visitors.
9. Attend all scheduled college functions and meetings as required.
10. Promote and recruit students for Sitting Bull College.
11. Other duties as assigned by the Division of Agriculture Director.

QUALIFICATIONS:

1. Associates degree in agriculture or related field or comparable training.
2. Experience operating farming and ranching equipment.
3. Experience in gardening, food preservation and canning.
4. Must be able to effectively communicate well with others.

New hires are subject to Tribal background check and pre-employment drug/alcohol testing. Must be drug and alcohol free. AA * EEO * M * F * B Employer

Please submit: Cover letter, Resume, official transcripts, 3 current reference letters signed and dated (1 from immediate supervisor), certificate of Indian blood (if applicable), copy of Social Security Card & Valid driver's license & SBC Background check to:

Personnel Office Sitting Bull College 9299 HWY 24 Fort Yates, ND 58538 (701)854-8004

Any applicant not having the above documents enclosed will not be considered.

