



SITTING BULL COLLEGE 9299 HWY 24 FORT YATES, ND 58538

[www.sittingbull.edu](http://www.sittingbull.edu)

701.854.8000

## EMPLOYMENT OPPORTUNITIES

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**Closing Date:** Until Filled  
**POSITION TITLE:** Chemistry /Environmental Science Instructor  
**LOCATION:** Sitting Bull College  
Fort Yates, ND  
**SALARY:** Faculty PhD Level  
(\$46,900 – \$54,400)  
**SUPERVISION:** Academic Dean

**SUMMARY OF WORK:** Responsible for providing instruction in Chemistry and Environmental Science, mentor/advise students; supervise work/research activities of students in the Environmental Science program.

### DUTIES AND RESPONSIBILITIES:

1. Prepare and teach courses in Chemistry and Environmental science. Expertise in areas such as analytical chemistry, biochemistry, soil chemistry, biogeochemistry or water quality will receive preference.
2. Promote and recruit students for the BS and MS degree programs in Environmental Science.
3. Maintain various reports such as attendance, grades, and other reports as required by administration.
4. Evaluate student performance and assign appropriate grades. Participate in student assessment activities.
5. Update and maintain curriculum and course syllabi as needed.
6. Complete yearly program assessments.
7. Mentor and advise students in the BS and MS degree programs in Environmental Science. Maintain an advisee file for each student.
8. Help students in developing research programs, especially in Chemistry and Environmental Science. Maintain inventory of department equipment.
9. Oversee the SBC analytical chemistry laboratory.
10. Establish and hold program advisory committee meetings.
11. Must communicate effectively with others.
12. Perform other duties as assigned by Academic Dean.
13. Provide friendly, helpful customer service to students, clients and visitors.
14. Attend all scheduled college functions and meetings as required.
15. Serve on assigned SBC committees.
16. Promote and participate in student and community activities.
17. Promote and recruit students for Sitting Bull College.

### QUALIFICATIONS:

1. PhD in Chemistry or associated area preferred. The position can be available as a Post-Doctoral position or for graduate students in Atmospheric Science who are at the dissertation stage of their degree program.

2. Experience teaching courses in Chemistry preferred or willingness to teach these classes and classes in associated subject areas.
3. A willingness to work with federal and tribal programs.
4. Good organizational and communication skills.
5. Willingness to teach at least one evening class per week.

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

**Please submit: Cover letter, resume, official transcripts, 3 current reference letters signed and dated (1 from recent 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.**