



SITTING BULL COLLEGE 9299 HWY 24 FORT YATES, ND 58538

www.sittingbull.edu

701.854.8000

EMPLOYMENT OPPORTUNITIES

Closing Date: Until Filled
POSITION TITLE: Curriculum/Assessment Manager
LOCATION: Family Support Center
 Sitting Bull College
 Fort Yates, ND
SALARY: Administrative Level III
 (\$36,600-\$41,600)
SUPERVISION: Wahohpi Director

SUMMARY OF WORK:

To assume responsibility for instructional leadership in all of the Wahohpi classrooms.

Duties and Responsibilities:

1. Oversee the implementation of curriculum in the Wahohpi classrooms (immersion and non-immersion classrooms).
2. Assure uniformity in assessment, parent reporting, and academic standards.
3. Help Pre-Primary, Primary and Elementary Instructors develop activities objectives for the classroom.
4. Teach groups of children from all of the Wahohpi Classrooms, focusing on providing in-depth Dakota/Lakota language and culture lessons aligned with planned curricular thematic units.
5. Facilitate the monthly planning for introduction of new age appropriate activities into the classroom.
6. Serve as a resource for teachers, recommending workshops, speakers, programs, school observations, etc.
7. Coordinate regular book reviews with teachers on a regularly scheduled basis.
8. Conduct meetings and/or workshops with teachers to keep them informed of current trends/research in curriculum and instruction.
9. Make recommendations to project director regarding problems or concerns relating to pilot and implementation of curriculum.
10. Network with other curriculum leaders.
11. Other duties as assigned.

Qualifications:

1. Master's Degree in Education preferred. Bachelor's Degree in Education required, Lakota Language/studies, curriculum or related field preferred.
2. Previous experience in developing curriculum in the early childhood or elementary setting preferred.
3. 3. Previous successful experience as a teacher preferred.
4. Knowledge of Lakota culture, language and the Standing Rock Indian Reservation.
5. Indian preference in employment will be considered with submission of Certificate Degree of Indian Blood (CDIB).
6. Must successfully pas a verified pre-employment drug test.

7. Must successfully pass a Child Care Background check.

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.