



**CANKDESKA CIKANA
COMMUNITY COLLEGE**
Spirit Lake Dakota Nation

Human Resource Office

Vanessa Thomas, HR Director

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www.littlehoop.edu

VACANCY ANNOUNCEMENT

Position Title: Community Land Grant Coordinator
Supervisor: Land Grant Director/Instructor
Opening Date: May 10, 2018
Closing Date: May 24, 2018
Salary: DOQ

PREFERRED QUALIFICATIONS:

- Prefer Associate's degree from a regionally-accredited institution in horticulture, agriculture, natural resource management, or related field.
- Preference given to person with work-related experience.
- Strong skills in organization, planning, and implementation.
- Ability to work independently or as a team member.
- Strong oral communication skills, including presentation.
- Ability to maintain relationships with external constituents and CCCC faculty/staff.
- Desire to continue education in a related field.

MINIMUM QUALIFICATIONS:

- Minimum High School Diploma or GED required and enrolled in a college program.
- Minimum of 50 college credits with the ability to obtain an A.S. in Natural Resource Management by fall 2018.
- Demonstrated work-related experience as evidenced by the candidate's record.

Condition of Employment: Appointment will be subject to the applicant's successful completion of a background check.

SUMMARY OF JOB DUTIES & RESPONSIBILITIES:

- Develop and maintain systems of sustainable agricultural production in campus gardens and greenhouses.
- Assist in the development and implementation of a plan for the sustainable distribution of crops to college campus cafeteria, area daycare centers, farmers market, and local food pantries.
- Provide public education through community newsletters, educational tours, and on-campus workshops.
- Oversee Land Grant Student Apprentices during the fall, spring, and summer sessions.
- Establish and maintain networks with program area constituents throughout the community and state.
- Participate in 1-2 College Teams.
- Participate in various training or in-services that maybe offered for college staff on Dakota culture/language.
- Other duties as assigned by supervisor.

GENERAL INFORMATION: A complete application shall consist of CCCC Application for Employment, three reference letters or list three references of individuals familiar with your preparation/experience, and copy of High School Diploma/GED or unofficial college transcripts (*Official copy required if hired*). Persons claiming Indian and/or Veteran Preference must provide proof with application. **Incomplete applications will not be considered.** Applications should be submitted to: Human Resource Office, Cankdeska Cikana Community College, PO Box 269, Fort Totten, ND 58335. For more information please call 701.766.1333 or visit our website at www.littlehoop.edu

STATEMENT OF POLICY ON NON-DISCRIMINATION
Cankdeska Cikana Community College will not discriminate in its educational programs, activities, or employment practices, based on race, color, national origin, gender, sexual orientation, disability, age, religion, ancestry, or any other legally protected classification. Announcement of this policy is in accordance with Federal law, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Inquiries or concerns may be referred to the Dean of Academics, Cankdeska Cikana Community College, (701)766-1309 or 1-888-783-1463 or to the Office of Civil Rights, US Department of Education, 500 W. Madison Street Suite 1475 Chicago, IL 60661.

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