

Vacancy



**CANKDESKA CIKANA
COMMUNITY COLLEGE**

Spirit Lake Tribe

Position Title: Indigenous Dakota Studies Director
Supervisor: Academic Dean & President
Opening Date: October 12, 2021
Closing Date: Until Filled
Salary: Negotiable (Full-Time/Benefits)

Preferred Qualifications:

- Master's degree in American Indian Studies; will consider Master's in Education (or related discipline).

Minimum Qualifications:

- Associate's degree in Dakota Studies or American Indian Studies, but will consider Liberal Arts.
- Accepted into bachelor's program for Education and/or Dakota Studies or American Indian Studies (or related discipline).
- Teaching experience.

Duties & Responsibilities:

- Lead and organize an official "Department" for Indigenous Studies.
- Provide effective instruction utilizing innovative methods that includes technology applications.
- Facilitate and engage students in the learning process to assure successful student outcomes.
- Assess student learning for all assigned classes using CCCC course, program, and essential outcomes as a guide.
- Develop course curricula, syllabi (using the institutional template), handouts, lectures, labs, and/or presentations.
- Select textbook and/or online educational resources and other materials.
- Reinforce student knowledge/awareness about course requirements, evaluation procedures and attendance requirements (per syllabi).
- Be available to, and communicate with, students during office hours, and via email, phone, or personal conferences.
- Serve as an advisor and/or mentor (to students but also to other faculty/staff).
- Maintain timely coursework/student records, attendance, and grades through Empower system in accordance with FERPA regulations.
- Pursue and participate at professional development forums in technological/pedagogical advances that promote student learning.
- Attend CCCC staff and faculty meetings; commencement/ceremonies; other educational forums.
- Participate on CCCC committees as assigned.
- Improve/enhance/promote the teaching and learning of Dakota culture, history, and language.
- Assist in supporting Dakota Studies as a sub-program and the goal to establish a bachelor's program.
- Other duties as assigned.

Appointment will be subject to the applicant's successful completion of a satisfactory criminal background check and drug screening. CCCC gives preference to qualified Native American's and Veterans in accordance with the Spirit Lake Tribal Employment Rights Ordinance (TERO). CCCC is an EEOC Employer.

Contact: Human Resource Office 701-766-1309

Submit Resume/Application with supporting documents to sheri.diehl@littlehoop.edu

Visit our website www.littlehoop.edu for an online application

