Position Title: Master Speaker – Ojibwe Language
Contract Term: 12-month position
Accountable To: ANA Grant Coordinator
Salary: $38,821 - $42,148

Summary of Position: To provide post-secondary, learner centered instruction in the discipline of Ojibwe language as a member of an instructional team. Encourage a culture of learning that values mutual responsibility, life-long learning, as well as personal and professional development. To carry out the mission of the institution, to include incorporating the local culture throughout the curriculum. Providing support to the Coordinator.

JOB CHARACTERISTICS:
Personal Contacts: Requires frequent/daily contact with supervisor, program apprentices, and students.

Supervision Received: ANA Grant Coordinator on a regular basis.

Supervision Exercised: None required.

RESPONSIBILITIES:
• Works directly with apprentices to ensure the following are completed:
  o Engage apprentices and community members with Ojibwe language on a predetermined schedule.
  o Daily documentation of lessons and activities with apprentices.
• Participate in ongoing training to support best practices in language development.
• Develops curriculum following established curriculum models.
• Create lesson plans; pilot lesson plans.
• Delivers curriculum, recognizing that different learning techniques may be required.
• Analyzes curriculum to ensure goals are being met.
• Meet with community stakeholders for lesson plans.
• Ensure apprentices and community members gain understanding and fluency of language.
• Using the cultural practices of Ojibwe people, broaden the range of materials, strategies and approaches covered.
• Perform assessments on language growth of apprentices.
• Collect data on effectiveness of lesson plans.
• Provide a positive environment in which members are encouraged to learn.
• Create and disseminate information about the project.
• Assist in reviewing and maintaining project data and evaluation inputs.
• Develop and implement activities on a weekly or monthly basis (ex. Language table, community activities, etc.)
Master Speaker

- Records attendance at all project activities.
- Assist in coordinating schedule of events for the project.
- Assist in preparation of reports.
- Recruit families for piloting of project.
- Other duties as assigned or required.

JOB REQUIREMENTS:

Knowledge:
- Fluent / high proficiency in speaking Ojibwe.
- Knowledge of history of Ojibwe peoples.
- Understanding of the language learning process.

Skills:
- Excellent interpersonal skills in working with a variety of people including students, faculty and staff.
- Highly organized and manages time to ensure timely completion of jobs.
- Communicates effectively orally and in writing.
- Strong attention to detail and accuracy.
- Must be self-motivated.
- Proficient in computer/software/social media skills.

Abilities:
- Ability to work with individuals with varied educational backgrounds and language ability.
- Able to work collaboratively with a wide range of community organizations/agencies.
- Ability to be patient with the learning process.
- Able to be open to learning and using different techniques to teach the language.
- Able to work within established program deadlines.

EDUCATION AND EXPERIENCE:

Minimum Qualifications:
- Elder and/or fluent speaker of the Ojibwe language.
- Knowledge of the history of the Ojibwe people.

Preferred Qualifications:
- Experience in teaching or teaching language acquisition.
- Training or education in Ojibwe language.

Written: 10/19