

Ojibwe Language Instructor

Position Title: Ojibwe Language Instructor
Contract Term: 9-month academic year
Accountable To: V.P. of Academic Affairs
Salary: \$64,011 (minimum)

Summary of Position: Provide post-secondary, learner-centered instruction in Ojibwe Language in accordance with the TMC Mission Statement. Encourages a culture of learning that values mutual responsibility, life-long learning, as well as personal and professional development.

This position is responsible for the curriculum/courses focused on the broader concepts of culture and tribal language. Will ensure that the program meets HLC standards. The position requires a fluent speaker of the language to ensure that it is taught within the broader foundation of communication and cultural protocol.

The responsibilities of a faculty member are divided into the three categories: teaching, advising, and service/scholarship to the College and the community.

TEACHING

The key purpose of the College and therefore of faculty, is instruction. Enabling students to fulfill their total personal, intellectual, and vocational objectives constitute the heart of faculty responsibility.

- Prepares and maintains updated instructional materials, syllabi and course curriculum.
- Skilled instructor with in-depth knowledge of best teaching practices as it pertains to language and cultural practices.
- Ongoing review of Ojibwe language programs at other institutions to keep abreast of current trends in Native language and culture revitalization needs and efforts.
- Classroom and laboratory preparation, instruction and supervision of students.
- Effectively maintain and manage the classroom, through the creation of a vibrant learner-centered teaching atmosphere.
- Community instruction such as preparation and presentation of College course work off-campus, workshop, seminars, and in-service for professionals and others.
- Measurement of student performance including the preparation, administration, grading and evaluation of student coursework, and the reporting of grades in a timely manner.
- Coordination and assessment of academic courses and programs.
- Periodic evaluation of library holdings and recommendations of books
- Development of new courses and programs of study.
- Implementation and participation in service learning/community service project(s). Community instruction such as preparation and presentation of College course work off-campus, workshop, seminars, and in-service for professionals and others.
- Develop and follow an "Individual Professional Development Plan (IPDP)" as prescribed by TMC's faculty policy manual.
- Other tasks as needed.

Ojibwe Language Instructor**ADVISING**

- Post schedules and maintain office hours.
- Providing educational guidance and assistance for students by planning schedules, recommending courses and determining appropriate education solutions
- Track the progress of students
- Refer to appropriate resources as needed
- Other tasks as needed.

SERVICE & SCHOLARSHIP

- Service on departmental, self-study or institutional committees.
- Participation in College sponsored activities such as recruiting students, graduation activities, and other planned activities and meetings.
- Coordination, advisement, and supervision of student activities, organizations and clubs directly related to the academic programs or supplemental to academic programs.
- Development, implementation and sharing of results of college and/or community service learning projects.
- Initiation and/or participation in civic engagement activities.
- Participate in faculty development initiatives.
- Ongoing research that leads to the discovery of new knowledge, proficiency and growth in one's field.
- Writing proposal for research, publication and dissemination of scholarly writing.
- Serve as a peer reviewer for scholarly writing.
- Holding office or membership in professional organizations.
- Attending and participating in meetings, conferences and conventions of professional associations.
- Other tasks as needed.

QUALIFICATIONS (Desired Experience / Training):**Minimum Qualifications:**

- Bachelor's degree in education or education related field; OR
- Equivalent tested experience within the field of Ojibwe language.
- Knowledge of language and culture content specific to the Turtle Mountain culture.
- Knowledge of writing the Ojibwe language.
- Fluent speaker of the Ojibwe language.

Preferred Qualifications:

- Certification in the Ojibwe culture and language from the Education Standards and Practice Board.
- Experience in curriculum development.
- Successful teaching experience with culturally and academically diverse student population.
- Post secondary teaching experience.

Written: 2/15

Revised: 12/17, 11/25, 1/26