

Aaniiih Nakoda College

JOB DESCRIPTION

Position: *American Indian Studies Instructor*

General Description

Aaniiih Nakoda College is seeking a full-time American Indian Studies (AIS) Instructor. The instructor is responsible for teaching students in classroom and lab environments. The instructor shall assist with the recruitment and retention of students in the AIS program. The instructor shall maintain competency and knowledge of current research, practice and trends in American Indian Studies, cultures and histories. The instructor shall actively participate in college life and activities. Under the supervision of the Dean of Academic Affairs; the instructor shall:

- * Teach a minimum of 12-15 credits per semester;
- * Manage American Indian Studies field laboratories as needed;
- * Serve as academic advisor to students in the American Indian Studies program;
- * Serve on curriculum committee and other committees as assigned;
- * Perform program assessment activities;
- * Coordinate the review and revision of the American Indian Studies program;
- * Work closely with the Dean of Academic Affairs and faculty coordinating the AIS program;
- * Supervise students research and internship activities; and,
- * Be willing to work with a full range of college students.

Knowledge and Skills

- * Knowledge of and unreserved commitment to Aaniiih Nakoda College's mission and educational philosophy;
- * Understanding and demonstrated of knowledge in higher educational and vocational training;
- * Solid knowledge and experience in the field of education;
- * Excellent writing and communication skills;
- * Student advising and transcript evaluation;
- * Gifts of teaching and leadership both in the classroom and beyond; and,
- * Ability to integrate academic and cultural understanding.

Teaching Responsibilities

The AIS Instructor will be responsible for teaching any of the following courses:

- * AIS 100 Introduction to American Indian Studies (3)
- * AIS 110 Introduction to Stick Games (1)
- * AIS 111 Advanced Stick Games (1)
- * AIS 115 American Indians in Cinema (3)
- * AIS 215 American Indian Education (3)
- * AIS 225 American Indian Literature (3)
- * AIS 130 Tribal Government (3)
- * AIS 120 Traditional Plants (3)
- * AIS 140 Nakoda History and Culture (3)
- * AIS 141 Aaniiih History and Culture (3)
- * AIS 165 American Indian Arts (3)
- * AIS 200 American Indian Religion/Philosophy (3)
- * AIS 203 Contemporary American Indian Issues (3)
- * AIS 204 AIHEC Knowledge Bowl (3)

- * AIS 235 Federal Indian Policy (3)
- * AIS 236 Federal Indian Law (3)
- * AIS 250 Special Topics (1)
- * AIS 251 Special Topics (3)
- * AIS 330 Tribal Government II: Sovereignty & Codes (3)

Educational Requirements

- * Required a Master's degree in American Indian Studies or Native American Studies; preferred a doctorate degree in American Indian Studies or Native American Studies;
- * Five years experience teaching American Indian Studies;
- * Must be knowledgeable of tribal colleges;
- * Experience in and/or commitment to teaching community college students.
- * Minimum 5 years of instruction, preferably adult learners;
- * A strong background in postsecondary education is preferred;
- * Must have a valid Driver's License.

Salary

According to the ANC Salary Scale, commensurate with experience and qualifications.

How to apply

Submit: 1) Letter of Application; 2) Current Resume; 3) Official College Transcripts; 4) 3 **current** letters of recommendations. Please have letters of recommendation correlate with the job you are applying for. Please send application to Aaniiih Nakoda College, Assistant to the President, PO Box 159, Harlem, MT 59526. For more information call 406-353-2607 x 222 or visit the website www.ancollege.edu or email mbrockie@ancollege.edu. Position open until filled. An incomplete application will not be considered.

Aaniiih Nakoda College does not discriminate based on race, color, national origin, sex, religious preference, age, handicap, marital status, political preference or membership or non-membership in an employee organization except as allowed by the Indian preference provision of the Civil Rights Act of 1964, as amended.