



## **JOB ANNOUNCEMENT**

### **Native Studies Leadership Faculty Member – FT (9 months)**

**OPENING DATE:** June 20, 2017  
**REVIEW DATE:** July 5, 2017  
**CLOSING DATE:** Open until filled  
**START DATE:** September 11, 2017  
**LOCATION:** NWIC Main Campus  
**SALARY:** \$36,000 Max DOE

The salary placement upon hire will be based on the selected candidate's education and relevant work experience as outlined in the job announcement and the established salary schedule for the classification of position to be filled.

*Northwest Indian College hiring practices include adherence to the Indian Preference Act (Title 25, U.S. Code, Section 473). NWIC supports and provides equal opportunity employment and educational opportunities without regard to race, color, religion, national origin, sex (including pregnancy), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information.*

#### **SCOPE OF WORK**

This position's primary responsibilities are related to teaching in the discipline of Native Studies. This position will collaborate and coordinate with the Native Studies Curriculum Developers to implement the curriculum materials prepared for the Core courses in NSL and teach the courses as assigned by the director.

#### **DUTIES AND RESPONSIBILITIES**

##### **Primary Duties**

1. Teach native studies courses, primarily the Core courses in the NSL, and other courses as assigned by the Coast Salish Institute director;
2. Lead seminars that contribute to the revitalization of Coast Salish language and history;
3. Remain current with the literature and research in their field by participating in conferences, conducting literature reviews, collecting and analyzing data, and publishing their work in journals and books;
4. Demonstrate the ability to interact and communicate effectively with students, local communities, and elders;
5. May be required to perform additional duties of faculty as appropriate and necessary.

## **Secondary Duties**

1. Conduct moderate to complex research tasks that contribute to the body of knowledge in Native Studies;
2. Identify appropriate historical and culturally significant resources for use in the curriculum;
3. Develop curriculum;
4. Write, review and edit various materials for publication.

## **SUPERVISORY RESPONSIBILITIES**

There are no supervisor responsibilities associated with the position at this time.

## **QUALIFICATIONS REQUIRED to perform this position successfully:**

### **Minimum Qualifications**

- Bachelor's degree in a related field;
- Experience in working with diverse student populations (developmental, multicultural, and applied learning);
- Thorough understanding of the concept of Self Determination as it relates to the Coast Salish and other federally recognized tribes;
- Willingness and desire to work with student groups, advise students, faculty, any advisory committee, community members, and elders;
- Commitment to personal professional development;
- Ability to accurately follow oral and written instructions;
- Ability to work independently with little supervision;
- A strong desire to learn and be self-motivated

### **Preferred Qualifications**

- Master's degree in a relevant field of study.

**Other Qualifications:** Must have a current driver's license and a driving abstract that meets employer qualifications for insurability.

### **Language Skills:**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

### **Mathematical Skills:**

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

### **Reasoning Ability:**

- Ability to apply common sense understanding to carry out instructions.

### **Computer Skills:**

- To perform this job successfully, an individual should have knowledge of computer software(s) including, but not limited to, Microsoft office programs, MAC OSX, Final Cut Pro and DVD Creator software.

### **Other Skills and Abilities:**

- Preference given to enrolled tribal members within the Coast Salish territory;
- Thorough knowledge of the content area for which the faculty member is assigned;
- Demonstrates a sophisticated understanding of the cultural, social and political environment in which the Coast Salish lived in historic times and into modern times;
- Understands the importance of a “community approach” for traditional leadership and language revitalization;
- Excellent communication skills in the classroom and interpersonal skills with NWIC students, faculty and staff;
- Understanding of assessment, particularly as it relates to the Teaching and Learning philosophy of NWIC;
- Experience with or willingness to learn different modes of instruction (on-ground, online, ITV, hybrid, etc.), teaching and learning, and assessment;
- Excellent report writing skills and organizational abilities.

### **APPLICATION PROCESS**

Interested individuals should submit the following application materials directly to the NWIC Human Resources Office only.

1. Cover letter addressing how you meet the position qualifications
2. NWIC Application
3. Equal Employment Opportunity (EEO) form
4. Current and complete professional resume
5. Copies of colleges transcripts (*official copy requested at time of hire*)
6. Three **letters** of recommendation from persons, who not members of your immediate family, who have firsthand knowledge of your qualifications for the position
7. If applicable to the position, provide copies of certificates/licenses/credentials

The job announcement and application forms are available online at [www.nwic.edu/jobs](http://www.nwic.edu/jobs) or may be requested from and submitted directly to:

Northwest Indian College  
Human Resources  
2522 Kwina Road  
Bellingham, WA 98226-9278  
Telephone/Fax: (360) 392-4230  
Email: [employment@nwic.edu](mailto:employment@nwic.edu)