



Nueta Hidatsa Sahnish College

Position Announcement

POSITION: Education Instructor (10 month)

CLASSIFICATION: Regular, Full-Time

DEPARTMENT: Academics

ACCOUNTABLE TO: Education Department Chair

LOCATION: New Town, ND Campus

FLSA STATUS: Exempt

PAY RANGE: Negotiable

CLOSING DATE: Until Filled

Nueta Hidatsa Sahnish College is committed to providing quality cultural, academic and vocational education and services to the Mandan, Hidatsa, and Arikara Nation; and our staff members strive to maintain high standards of honesty, integrity, impartiality, professional courtesy and consideration for each other, our students and our community.

POSITION SUMMARY: Responsible for teacher preparation in early childhood and elementary education through middle school, including up to 16 credit hours per semester; Assist in extra-curricular student and community activities; Participate in NHSC faculty committees and community outreach programs.

ESSENTIAL JOB FUNCTIONS:

- **Teaching:** Teach via multiple modalities including in-person, hybrid, and online college Early Childhood and/or Elementary Education courses, leading to an AA degree in Early Childhood Education and/or leading to an AA degree and a BS degree in Elementary Education; provide individual student evaluation.
- **Curriculum Development:** Actively participate in curriculum development, including planning, budgeting and assessment processes for Academics Department; actively engage in research and special projects, as assigned.
- **Community Involvement:** Actively participate in departmental, college and community programs in support of the NHSC Programs, including student recruitment.
- **Service:** Serves on various NHSC Committees; attends workshops, seminars and in-service programs.
- **Professionalism:** Comply with all NHSC policies, practices and regulations, including faculty and instructional policies under the direction of the VP of Academics. Mentor student interns as grant funding permits.
- **Teamwork:** Engage in student recruitment, retention efforts, and outreach activities to support the Education Department Programs. Performs all other duties as assigned by Supervisor and Administration.

JOB REQUIREMENTS:

Knowledge: Must have extensive knowledge of Early Childhood and Elementary Education, and practical experience teaching at the college level.

Skills: Must be able to effectively communicate orally and in writing; must possess computer skills relevant to classroom and educational administrative settings, including Word, Excel, PowerPoint, Jenzabar, Padlet, and other presentation programs.

Abilities: Must be able to work collaboratively in an educational and classroom environment; perform assigned duties with minimal supervision; and establish effective working relationships with students, faculty, staff, and the Mandan, Hidatsa and Arikara community.

EDUCATION AND EXPERIENCE REQUIRED:

Required Qualifications: Master's Degree in Early Childhood and/or Elementary Education.

Preferred Qualifications: Previous collegiate teaching experience, including demonstrated effectiveness in student engagement, curriculum development, and assessment of learning outcomes with a commitment to the comprehensive community college philosophy preferred.

At least two (2) years of early childhood and/or elementary teaching in preschool through grade 8 and other experience within the related field and experience teaching at the collegiate level and North Dakota State teacher licensure.

Applications are available on-line at www.nhsc.edu

Please forward a completed NHSC application to:

Alisha DeCoteau
Human Resources Director
Nueta Hidatsa Sahnish College
301 College Dr.
New Town, ND 58763
humanresources@nhsc.edu