



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Opening Date: 8/05/2016

Closing Date: 8/19/2016

Position Title: Yowlumne Language Instructor

Department: Towanits School

Work Schedule: Monday- Friday 8:00AM-5:00PM

Wage Rate: Pay Range 34 \$18.07 - \$ 23.13/ HR/ Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- Proof of High School Diploma
- If claiming Tribal Preference please provide proof of Tribal Identification
- If claiming Veteran's Preference please attach DD214

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit To:

Human Resources
Tule River Indian Tribe of CA
340 N. Reservation Rd.
Porterville, CA 93257
E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 N. Reservation Rd. Porterville, CA 93257

JOB DESCRIPTION

TITLE: Yowlumne Language Instructor

WORKSITE: Towanits School

310 N. Reservation Rd.
Porterville, CA. 93257

SUMMARY POSITION DESCRIPTION

The Yowlumne Language Instructor for Towanits School will work both independently and as part of a School-wide Learning Team to manage and deliver the Yowlumne Language Program, provide instructional strategies consistent with Native American learning preferences, employ small group and individualized learning strategies, use student performance data to assess student progress toward expected school-wide learning results for grade level proficiencies in the Tribe's Native Language, and coordinate with other Culture and departments to ensure a consistent approach to Language and Cultural education for all students enrolled in Towanits school.

DUTIES & RESPONSIBILITIES:

1. Supervises students in their daily schedule of language and cultural activities
2. Manages the Language Classroom in ways that provide a safe and positive learning environment
3. As part of the Teacher Team, prepares Expected Student Learning Results (ESLRS) for Language development at each grade-level
4. Provides Language instruction to develop students to grade level expectancies for language proficiency development.
5. Prepares Daily and Weekly Lesson Plans to reach Expected Student Learning Results (ESLRS)
6. Leads, demonstrates, and uses appropriate teaching aids to fully engage students in the subject matter to be covered
7. Establishes a procedure to assess and record student growth towards expectancies using a variety of measures.
8. Maintains supervision of children under their supervision at all times.
9. Keep accurate monthly written records of student progress in class
10. Presents and shares indicators of each student's Language, cultural and social growth with parents/guardians through Progress Reports, Parent Conferences, and through telephone conversations
11. Keeps attendance and grade records as required
12. Provides leadership and collaboration with Towanits School staff and the Tribal Community in the development of Cultural celebrations, events and field trips that bring students and the community together.
13. Taking leadership in implementing the principals of Gathering of Native Americans (GONA) at the School.
14. Performs all other duties assigned.

QUALIFICATIONS:

1. A minimum of 2 year in a teaching classroom environment.
2. A minimum of a High School Diploma.
3. Proficiency Certification as a Tule River Yowlumne Instructor through the Tule River Yowlumne Language Program.
4. A minimum of 2 years Instructor experience with the Tule River Yowlumne Program teaching Classes for the Tule River youth and Tribal Community.
5. Must have the capacity to provide Language instruction to elementary school students.
6. Must be able to work and relate to students in primary grades
7. Must commit to increasing knowledge and skills through participation in service training
8. Must be able to keep accurate records of student(s) activities, and follow program guidelines
9. Must be dependable and able to work flexible hours based on student need
10. Must successfully complete a pre-employment drug/alcohol screen and background investigation.
11. Must clear TB skin test.
12. Must possess a Valid California Driver License and be insurable through the Tribe.
13. Must possess First Aid and CPR certificate (obtain within 90-days of hire).
14. Must be professional, polite, and respectful towards all guests.
15. Excellent interpersonal skills with demonstrated patience, tact and respect.
16. If previously employed within the Tule River Indian Tribe of California entities, you must have acceptable work history.

KNOWLEDGE, SKILLS & ABILITIES:

1. Advanced knowledge of and training in teaching Yowlumne Language
2. Basic knowledge of core academic subjects at the elementary level
3. Basic knowledge of Native Learning Preferences
4. Basic knowledge of classroom management
5. Basic skills in computer keyboarding and MS Office Word, Excel, PowerPoint
6. Basic skills in classroom organization and curriculum planning
7. Ability to provide positive encouragement and a positive learning environment to enhance student learning and achievement
8. Ability to work with children in small groups and individualize instruction
9. Ability to communicate and be a Team Member
10. Ability to conduct research to further personal and professional knowledge of “best teaching practices” for a specific learning need
11. Ability to take direction from supervisor

PHYSICAL REQUIREMENTS:

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally the position requires near and far vision in proofreading correspondence and work related documents. Acute hearing is required. Typically office work setting conditions. Frequently must be able to lift up to 10 pounds, normally must be able to lift up to 30 pounds, and

occasionally must be able to lift up to 50 pounds. This job also may require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle.

This position reports to: Towanits School Superintendent/Principal

Supervises: Students

Salary: Pay Range: 34 \$18.07 - \$ 23.13/ Hour
Paid 12 months/Bi-Weekly/Non-Overtime Eligible

Work Year: 12 months

Hours: 8:00 a.m. – 5:00 p.m. Monday-Friday (Hours May Vary)

Benefits: Medical, Dental, Vision, Flexible Spending Plan, PTO & 401K.

**PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES,
IN ACCORDANCE WITH THE TULE RIVER INDIAN PREFERENCE ORDINANCE;
VETERAN PREFERENCE**