



NATIVE VILLAGE OF KOTZEBUE KOTZEBUE IRA

TITLE: IMMERSION TEACHER

REPORTS TO: **NIKAITCHUAT DIRECTOR**

DEPARTMENT: NIKAITCHUAT ILISAGVIAT

CLASSIFICATION: NON-EXEMPT / FULL-TIME (SEASONAL)

SALARY: DOE

JOB SUMMARY:

The Immersion Teacher will instruct the teaching of the Iñupiaq Language with P-K-1 students in an immersion school environment at Nikaitchuat Iḷisaġviat. Organize the system for parent and family communication about student progress, and works with parents in defining educational goals for student. This position provides linguistic, cultural and educational services with students in tribal community-based setting while helping to ensure compliance with tribal, state, and federal regulations and policies. This is a seasonal/full-time position that works under contract during the Nikaitchuat Iḷisaġviat school year.

DUTIES AND RESPONSIBILITIES:

1. Lead the teaching of the Iñupiaq language with P-K-1 students in an immersion school environment at Nikaitchuat Iḷisaġviat.
2. Develop, update, and implement curriculum for Nikaitchuat Iḷisaġviat.
3. Daily and weekly classroom lesson planning and preparation.
4. Maintain records to track student attendance and learning.
5. Work with staff members in all aspects of immersion education planning, curriculum and teaching methods.
6. Ensure the safety of all students in classroom.
7. Organize the system for parent and family communication about student progress and support for families to speak Iñupiaq in the home environment.
8. Work with parents and staff in defining educational goals for students and families.
9. Organize and participate in regular parent meetings.
10. Assist in the development and implementation appropriate assessment of students to track student learning, behavior, proficiency levels and design individual learning plans to accommodate needs.
11. Help mediate problems between students, staff, and/or parents/guardians.
12. Organizes and prepares teaching materials needed for classroom activities.

13. Assist with Nikaitchuat Steering Committee and other committees as appointed to help in the development of the school, Iñupiaq learning programs, and revitalization
14. Help maintain student files and records with confidentiality and the proper disposition of closed files.
15. Assist with regular school and office tasks, such as copies, filing, record keeping and cleaning.
16. Performs related duties as assigned.

MINIMUM QUALIFICATIONS:

- Inupiaq language fluency, with ability to speak, write, and teach inupiaq.
- Within a year, must meet the requirements of the Child Care Associate under the State of Alaska Child Care Licensing Program.
- Must complete and pass a criminal background check.
- Must have a current First Aid and CPR Certificates.
- Ability to work with and teach children ages P-K-4.
- Energetic, upbeat, and possess good communication and interpersonal skills.
- Knowledge of the lifestyle and culture of the people in Kotzebue, and the Northwest Arctic Borough.

PREFERRED KNOWLEDGE, ABILITY, AND SKILLS:

- Associate or higher degree in early childhood education, education, Inupiaq or Alaska Native Studies, or related field.
- Two-years of job experience involving education or early childhood education.
- Education curriculum development and implementation.
- Tribally enrolled member or the Native Village of Kotzebue.

Employee Signature

Date

Executive Director Date

Native preference will be given in recruiting and hiring, consistent with the Indian Self-Determination and Education Assistance Act, P.L. 93-638, as amended.

Kotzebue IRA is an Equal Opportunity Employer, and all qualified applicants will be considered for employment.

