



Sun'aq Tribe of Kodiak
312 W. Marine Way
Kodiak, AK 99615
486-4449 phone, 486-3361 fax

Position Description for: Alutiiq Language Co-Teacher I

Department: Employment & Training Services **Hours: 37.5 hours per week**
Salary Level: DOE **Supervision by: Tamamta Liitukut**
Effective Date: 8/1/17 **Project Manager**
Open until filled

SUMMARY: Alutiiq Language Co-Teachers provide an Alutiiq Language Nest and outreach instruction for an ANA Native Language Community Coordination Demonstration Project. The Alutiiq Language Co-Teacher plays a critical role in the Project as outlined in the essential duties and responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide half-day guided play and instruction for preschool age children in Alutiiq.
- Maintain positive relationships and effectively communicate with co-workers, program participants, families, and community stakeholders.
- Participate in trainings, workshops and site visits for professional development.
- Co-present at conferences to share about the project and learn from other participants.
- Assist to organize and implement events for the ANA Language Project.
- Assist in preparing flyers, newsletters and posters for outreach, and approve contractor policy documents and materials for Alutiiq Language Nest implementation.
- Develop, implement and participate in fluency assessments for self and students.
- Demonstrate a practice of continuous improvement of teaching effectiveness and language fluency.
- Coordinate and facilitate frequent curriculum committee meetings.
- Prepare project information through reports, memoranda, and correspondence.
- Other duties as assigned.

QUALIFICATION REQUIREMENTS:

- Associate's degree preferred. In the absence of an Associate's degree, 2 years demonstrated and relevant successful work experience may be substituted demonstrating ability to carry out the job duties of this position description. Previous teaching and/or group childcare experience is a requirement for this position.

GENERAL REQUIREMENTS:

- Experience in a cross-culture setting.
- Demonstrated ability to write, and speak clearly and concisely in both the English and Alutiiq languages, or a genuine interest in gaining fluency in Alutiiq.
- Demonstrated ability to develop and implement services relevant to this position.
- Must possess an Alaskan State Driver's license.
- Must be an active team member, working equally with the other co-teacher.
- Must agree to sign client confidentiality contract upon hire.
- Must pass a criminal background check.
- Ability to pass a drug test upon hire and comply with Sun'aq Drug Policy.

Native Preference hire applies in accordance with P.L. 93-638