



Lower Sioux Indian Community in the State of Minnesota

P.O. Box 308 • 39527 Reservation Highway 1

Morton, MN 56270

Cansayapi Otunwe

Lower Sioux Indian Community

Dakota Language Media Specialist - Job Description

Title: Dakota Language Media Specialist

Status: Temporary Part-time from September 2018-August 31, 2019

Reports to: Dakota Language Teacher

Wage: \$18.00

Dakota Language Media Specialist Position description: Under the direction of the Dakota Language Teacher, this position in the Early Head Start and Head Start, will help extend Dakota language learning outside of the new school so that 100+ students, family members, and at-large community members can learn, speak, and celebrate Dakota language at home and in the community. This position will help achieve the goal through the following objectives.

Receptionist Duties:

1. Ensures that the center environment is welcoming to children, families, staff, and visitors.
2. Speaks and role models Dakota language with all staff, families, and children to promote and sustain a Dakota language learning environment.
3. Promote and sustain a Dakota language learning environment and with it the Dakota culture by helping raise Dakota language teachers, staff, and parents.
4. Work with the Social Media Specialist to design, create, promote, and launch an Early Head Start/Head Start website with an online repository for Dakota language learning resources.
5. Collaborate with Dakota language teachers, Master speakers, school staff, and the community to expand technology-based Dakota language learning resources by creating, uploading, and sharing 22 new Dakota language videos.
6. Help create new pathways for learners in the community to build their Dakota language knowledge and skills by designing, creating, and launching an online intro to Dakota language course for families and community members interested in learning the Dakota language.
7. Record word/phrase of the day for social media platform and add to repository.

8. Create a “Welcome to the Lower Sioux” video for all Lower Sioux employees to teach about who Dakota people are and language.
9. Other duties as assigned.

Skills and Knowledge and Attributes:

- Prior knowledge of the Dakota language.
- Experience with Multimedia.
- Experience producing videos.
- Able to drive.
- Experience working with fluent speakers.
- Excellent communication skills

Disclaimer

This is not necessarily an exhaustive list of all the responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management and Community Tribal Council reserves the right to revise the job or to require that other or different tasks be performed when circumstances change (e.g. emergencies, changes in personnel, workload, rush jobs or technical developments).

In accepting employment, I am agreeing to perform the duties and responsibilities listed above. In addition, I agree to adhere to any policy or procedure changes that may occur during my employment with the Lower Sioux Indian Community.

Print Name: _____

Signature: _____

Date: _____