



# 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 Teacher - Job Description

**Title:** Dakota Language Media Specialist Teacher

**Reports to:** Dakota Language Teacher

**Position:** Temporary Full Time January 2022 – June 30, 2022

**Summary** Under the direction of the Dakota Language Teacher, with assistance provided by the Education Coordinator and the PFCE Coordinator, the Teacher develops Dakota Language materials and media for the children and families, which help them to develop socially, intellectually, physically, and emotionally in a manner appropriate to their stage of development. The Teacher will deliver curriculum in Dakota to create a nurturing Dakota learning environment. The Teacher works collaboratively with staff and volunteers.

#### Duties

1. Conduct weekly staff language classes and develop materials for the staff language growth to build immersion capacity.
2. Work with the Education Coordinator and PFCE Coordinator to Implement Dakota language curricula in the classroom and for the homes;
3. Perform the functions of this position with compliance of the Head Start Performance Standards and the component plans; and thorough knowledge and application of Developmentally Appropriate Practices;
4. Plan and implement learning experiences that promote all developmental areas, including improving the readiness of children for school by developing their literacy and phonemic, print, numeric awareness, and language, with a primary focus on the Dakota language;
5. Meet regularly with director and coordinators to develop and plan materials and media pertinent to the growth of the children and family languages;
6. Attend staff training and meetings, and board and parent meetings as requested;
7. Works with the Teachers and volunteers to use and develop their skills and abilities in planning and carrying out classroom activities;
8. Complete and submit required forms and records in a timely and accurate fashion, e.g., lesson plans, materials, media, time sheets, reports etc.;

9. Distribute newsletters, flyers, and other information to families as instructed by the supervisor;
10. Actively participate in the development and implementation of the Teacher Professional Development Plan, in collaboration with the Education Coordinator, Education Specialist, and Dakota Language Teacher.
11. Assure that files are complete, accurate, and confidentially maintained; and
12. Perform other duties, as may be required.

**Education**

Dakota Language Teaching and material and media creation experience. AA in digital media preferred.

**Experience**

Have knowledge and experience in the philosophy and practices of Early Head Start and Head Start (or comparable child development programs), early childhood education, developmentally appropriate practice, and Dakota language, or an interest in learning these principles; Proof of a physical examination within the last six months, which includes a tuberculosis test, and comply with other background checks as required by the Agency and/or DCFS licensing respect for children and adults, flexibility, patience, good personal hygiene, and physical and mental health which does not interfere with responsibilities; and have education or experience in collaborating with parents in the education of their children.

**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).