

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Head Start Ojibwe Immersion Teacher

Department: Head Start, Education

Hourly Rate: Negotiable

Full Time: 40 Hours/Week

Exempt: No/Hourly

Supervisor: Education/Disabilities Manager

Posting Date: Public

Opens: July 21, 2022

Closes: August 4, 2022, at 4:30 PM

Posting Date: Public

Opens: August 9, 2022

Closes: Open Until Filled



Summary: The Ojibwe Immersion Teacher is responsible for the implementation of the Head Start Performance Standard including the Educational Services Plans. In addition, the goal of the Ojibwe Immersion Teacher is to build a trusting relationship while using the medium of language and culture as a foundation. The teacher will create a learning environment immersed in language and culture while providing a high-quality educational experience instilled with the seven Anishinaabe values of wisdom, love, respect, bravery, honesty, humility, and truth. All instruction is conducted entirely in the language while organizing the curriculum around head start performance standards. The teacher is responsible to teach, supervise and ensure safety measures are taken with children inside and outside the classroom.

Essential Duties and Responsibilities include the following.

For example, developing the age-appropriate classroom environment for 3-5-year-old children, implementing the curriculum, and incorporating cultural activities, development of block lesson plans.

- Will provide guidance and technical assistance to the Assistant Teacher.
- Will provide and maintain a neat orderly arrangement, appearance, and learning environment in the classroom.
- Will maintain appropriate documentation on the children and classroom activities as required.
- Will maintain confidentiality following the Privacy Act.
- Will attend staff meetings, any other meetings, and training as required.

Curriculum

1. Create daily lesson plans and observations, ensure understanding of and implementation of Individual Education Plans (IEP), and anecdotal notes and translation into Ojibwemowin.
2. Maintain a routine-daily schedule and allow for flexibility.
3. Implement age-appropriate materials within the lesson plans as well as cultural activities.
 - a. Lesson plans will promote social and emotional development, cognitive and language skills (including emerging literacy), creative self-expression, and motor skills.
 - b. Integrate all education aspects of healthy nutrition, and mental health services into program activities.
 - c. If deemed necessary, the classroom Teacher will take learning activities to a child with a short-term injury or other physical condition that prevent the child from participating in a classroom setting.
4. Maintain and update classroom environment that encourages development among children.
 - a) An environment that promotes acceptance and respect of gender.
 - b) An environment that is inclusive for children with disabilities.
 - c) An environment that is safe (See Safety Area)

Developmental Assessment

1. Provide screening to all children utilizing the Ages and Stages within 45 days of enrolment
2. Complete individual assessment of all students in a classroom.

Safety

1. Responsible for ensuring the health and safety of the children at all times during scheduled program activities.

- a. Ensure staff, volunteers, and children wash their hands with soap and running water at appropriate times.
 - b. Supervised outdoor and indoor play areas among staff to increase safety for children through the use of zoning, counting children, and frequently checking attendance logs.
 - c. Follow established procedures for handling emergencies.
 - i. Ensure a medical bag is available during indoor and outdoor activities, as well as field trips.
 - ii. Post policies and plans for medical and dental emergencies in each classroom.
 - iii. Keep a "Bio Quick-n-Clean" kit in each classroom and use it when necessary.
 - iv. Post telephone numbers of emergency response teams.
 - v. Post emergency evacuation routes and other safety procedures for emergencies will be regularly practiced.
 - vi. Procedures for notifying parents in the event of an emergency involving their child will be established in collaboration with the ED Manager and Health Manager.
 - d. Observe and document each child's physical appearance to detect any signs of injuries or illness, including any change in emotions and behaviour's when necessary.
 - e. Follow established procedures for handling cases of suspected or known child abuse and neglect that comply with applicable Federal, State, and Tribal laws.
 - f. Procedures for notifying parents in the event of an emergency involving their child will be established in collaboration with the ED Manager and Health Manager.
2. All staff members will receive First Aid training, which is kept current on an annual basis.

Nutrition/Health

1. Encourage children to eat or taste food but are never forced.
2. The teacher is responsible for the administration and handling of medication, with physician approval.

Family Engagement

1. Conduct a minimum of two (2) home visits per child within the assigned homeroom per school year and two-parent conferences.
2. Encourage participation in staff-parent conferences and home visits to discuss their child's development and education.
3. Encourage parents to become integrally involved in the development of the program's curriculum and also to be involved with our parent committee and/or policy council.
4. Consult with parents immediately when problems are suspected or identified upon consultation with the Education and Disabilities Manager.
5. Familiarize parents with all health and developmental procedures administered.
6. Consult with families immediately when problems are suspected or identified.
7. Notify parents of opportunities for training.
8. Send home monthly newsletters.

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community and 7 Grandfather Teachings is preferred for this position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Education and/or Experience:

Minimum:

- An Associate's degree is mandatory for this position. Two (2) years Early Childhood associate degree or ability to attain within one (1) year.
- Previous experience working in a Head Start program or with preschool children is a requirement. First Aide, Tot CPR, and Shaken Baby Syndrome are mandatory and provided by the program.
- Ojibwemowin language knowledge and use

Preferred:

Bachelor's is preferred

Other Skills and Abilities:

Preferred:

- Experience working in an economically disadvantaged community including cultural sensitivity.
- Must possess responsible past attendance record.
- Maintain strict confidentiality in accordance with Privacy Act.
- Work cooperatively with staff, parents, community members, and other child support systems in the best interest of children
- Interpersonal skills

Background Check:

- This position is contingent on the required ability to pass a Bad River caregiver background check when working with children and/or the elderly.
- This position requires a driver check, to meet eligibility for tribal insurance.

Language Skills:

- Use and understand Ojibwemowin proficiently
- Must have excellent written and oral skills as well as interpersonal skills.
- Strong computer skills.

Reasoning Ability:

Must be able to work in a team setting. Must have a positive attitude and enjoy working with children and families.

Physical Demands: The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- The position may require sitting for extended periods. Some standing, walking, bending, stooping, and lifting to 50 lbs. on occasion is required.
- Able to pass medical/physical examination which certifies individuals are physically able to work with young children
- Able to pass tuberculosis test
- Physically able to lift children into and out of Early Head Start furniture and equipment, as necessary.
- Able to participate in physical/recreational activities with children in Head Start.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- This position is subject to inside and outside work.
- The noise level in the work environment is usually moderate to loud.

Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690, and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.

Send Application and Resume To:

**Bad River Tribe
Attn: Human Resources
P.O. Box 39
Odanah, WI 54861**

<http://www.badriver-nsn.gov/>

Application material may also be emailed to:

HRmanager@badriver-nsn.gov
HRassistant@Badriver-nsn.gov