

# BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

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CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

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**Job Title:** Language Immersion Driver (Waadookodaading)

**Department:** Education

**Hourly Rate:** \$18.00

**Full Time:** 40Hrs/Week (4-day/week 10hour days, may include some Holidays)

**Exempt:** No/Hourly

**Supervisor:** Education Director

**Posting Date:** In-House

**Opens:** November 2, 2023

**Closes:** November 8, 2023, at 4:30 pm

**Posting Date:** Public

**Opens:** November 9, 2023

**Closes:** November 23, 2023, at 4:30 pm

**Posting Date:** Public

**Opens:** November 28, 2023

**Closes:** Open Until Filled

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**Summary:** The focus of this program is to provide increased access to Ojibwe Language instruction to local youth interested in attending Waadookodaading Ojibwe Language Immersion School in Hayward, Wisconsin. The driver will transport 7+ students to and from Waadookodaading, located in Hayward, Wisconsin from Odanah, Wisconsin 4 days per week. Monday through Thursday 6:30 am – 4:30 pm.

**Essential Duties and Responsibilities** include the following.

- Transport youth to Waadookodaading Ojibwe Language Immersion School 4 days during the week (Monday-Thursday 6:30 am – 4:30 pm)
- Submit daily accurate data logs on transports
- Always maintain professionalism and good service
- Communicate daily with the Education Department
- Communicate frequently with parents
- Communicate daily with children
- Understand and practice emergency evacuations of a transportation van and/or bus
- Maintain vehicle cleanliness and sanitize daily
- Other duties as assigned

**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:**

**Required:**

High School Diploma or its equivalent.

Must be willing and able to do fieldwork and attend program-related training.

Experience in working with youth preferred.

**Other Skills and Abilities:****Required:**

This is a required driver position, must have a valid driver's license for the size vehicle the driver is operating as required by the State or local entity in which driver provides transportation and meets eligibility for tribal insurance. Must be 21 years of age or older.

**Preferred:**

CPR Training for Children and Adults

**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:**

Must possess strong oral communication skills, must be familiar with current GPS, mobile devices, and have the ability to read a map.

**Reasoning Ability:**

Experience working with children.

Good interpersonal skills and ability to work with individuals and families with objectivity and courtesy.

Ability to deal with frequent changes, delays, or unexpected events.

Diligent attention to detail and safety (such as observing safety and security procedures, adapting driving style to bad weather conditions, etc.).

Ability to multitask.

**Physical Demands:** The physical demands described here are representative of those that must be met 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. Must be physically able to perform all job duties. Ability to sit for long periods. Must be physically able to transport clients. Position requires some walking, standing, bending, stooping, and occasional lifting up to 50 lbs. Ability to assist children with emergency evacuations of a transportation van and/or bus.

**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. Specific vision abilities required for this job include close vision, distance vision, ability to adjust or focus. The noise level in the working environment is usually moderate. Subject to inside and outside environmental conditions, exposure to outside weather conditions and driving within the conditions of it, and exposure to adverse conditions while assisting clients in and out of the vehicle.

**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](mailto:HRmanager@badriver-nsn.gov)

[HRassistant@Badriver-nsn.gov](mailto:HRassistant@Badriver-nsn.gov)