Vacancy Announcement

CANKDESKA CIKANA COMMUNITY COLLEGE
Spirit Lake Tribe

Position Title: **Math Instructor/Faculty (Readvertised)**

Annual Salary: **$52,000 - $65,000** **Supervisor:** **Academic Dean**

Time Commitment: **40 Hours/Week (Full-Time); 12 Month Appointment; In-Person (On Campus)**

Opening Date: **January 5, 2026** **Closing Date:** **Until Filled**

QUALIFICATIONS:

- Minimum of a Master's degree from a regionally accredited institution with a major in MATH or a Master's degree and 18 specific graduate credits in Math.

SUMMARY OF JOB DUTIES & RESPONSIBLITIES:

- Provide effective instruction to facilitate student learning.
- Develop course curricula and syllabi (using the institutional template) by established deadlines.
- Participate in program and course-level learning assessment; articulating learning outcomes, evaluating student performance, and implementing changes to improve student learning each semester.
- Work with Student Services staff to provide the best support for our students.
- Select textbook and/or online educational resources to meet instructional and learning outcomes.
- Be available to, and communicate with, students during office hours.
- Maintain coursework/student records, attendance, and grades through Empower in accordance with FERPA regulations; submit grades and records by established deadlines.
- Attend Awards ceremony, commencement and other program specific events.
- Keep current with professional development and professional organizations.
- Help students achieve their educational goals through formal/informal mentoring.
- Participate on committees as assigned, staff meetings, and various training and in-service that may be provided for College employees.
- Participate in increasing knowledge of Dakota culture and language.
- Respectfully cooperate and perform cross-functionality of duties.
- Other duties as assigned.

GENERAL INFORMATION: A complete application shall consist of cover letter, current curriculum vitae or resume, CCCC Application for Employment, three reference letters or list three references of individuals familiar with your preparation/experience, and copy of unofficial college transcripts (*Official copy required if hired*). Persons claiming Indian and/or Veteran Preference must provide proof with application. **Incomplete applications will not be considered.** Applications should be submitted to: Human Resource Office, Cankdeska Cikana Community College, PO Box 269, Fort Totten, ND 58335. For more information, please call 701.766.1309 or visit our website at www.littlehoop.edu.

Contact: Human Resource Office 701-766-1309
Submit Resume/Application with supporting documents to vanessa.thomas@littlehoop.edu
Visit our website www.littlehoop.edu for an online application

10/20/2023

Think Dakota
Live Dakota

CCCC is an EO/AA college.