

Vacancy Announcement



**CANKDESKA CIKANA
COMMUNITY COLLEGE**

Spirit Lake Tribe

Position Title: Carpentry Instructor/Faculty

Annual Salary: \$52,000 + DOQ

Supervisor: Academic Dean

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

Opening Date: October 17, 2025

Closing Date: Until Filled

POSITION SUMMARY:

Cankdeska Cikana Community College is seeking an enthusiastic and dedicated educator who exhibits a high degree of professionalism, a strong commitment to our students, and one who demonstrates the ability to motivate and educate in an engaging manner as a full time Carpentry faculty member. Full time faculty members teach 15-18 credit hours per academic year (fall and spring term) and are responsible for maintaining and updating curriculum in compliance with departmental guidelines. Faculty members work collaboratively with colleagues across the college, advise students, participates in department and college-wide committees and ensures excellence in the curriculum through continuous quality review and engaged learning in the classroom.

In order to perform the essential functions of this position, the individual must possess the ability to effectively communicate, concentrate, pay attention to detail, instruct/teach and demonstrate strong interpersonal skill, written, and oral communication skills. Ability to lead with vision and possess innovative qualities will be extremely valuable.

QUALIFICATIONS:

- Minimum of an Associate's degree in area of instruction or Certification by the North Dakota State Board for Career and Technical Education for Postsecondary Certification in area of instruction with Carpentry experience (5 year minimum).
- Preference will be given to an individual with teaching experience in secondary or higher education.
- Commitment to professional standards of confidentiality.
- Ability to work independently and as a team member.
- Computer literacy skills.

SUMMARY OF JOB DUTIES & RESPONSIBILITIES:

- Serve as an instructor for carpentry courses. This includes determining course objectives and organizing instruction towards achieving objectives, participating in textbooks and other materials selection, instructing through lecture, discussion, demonstrations, student assessment, and etc.
- Advise up to 25 students per year. Meet with advisee at least twice per semester.
- Abide by confidentiality policies.
- Research carpentry degrees. Pilot and evaluate new courses.
- Participate in various training and/or in-services to enhance professional growth and development.
- Participate in 1-2 College Committees as assigned.
- Other duties as assigned by supervisor.

ss(sy)

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

10/17/2025

Think Dakota

Live Dakota