

# Vacancy Announcement



CANKDESKA CIKANA  
COMMUNITY COLLEGE

Spirit Lake Tribe

**Position Title:** Land Grant Community Agriculture Coordinator

**Salary:** \$21.00/Hour + DOQ      **Supervisor:** Land Grant Director

**Opening Date:** July 7, 2026      **Closing Date:** Until Filled

## QUALIFICATIONS:

- Associate's degree in Natural Resource Management or related field required; Bachelor's degree preferred.
- Able to lift up to 50 pounds and handle the physical demands of the job, including standing, bending, lifting, and pulling.
- Knowledge of tractors, tillers, and other small farm equipment preferred.
- Knowledge of social media and outreach activities preferred.

## SUMMARY OF JOB DUTIES & RESPONSIBILITIES:

### Develop, manage, and oversee:

- Sustainable agriculture production in campus gardens and greenhouses.
- Distribution of excess crops to local organizations and individuals in need.
- Landscaping and maintenance of community gardens, nature trail, and crop field.
- The hydroponic and seed starting greenhouses on campus.
- The Extension Community Tilling Program.
- The Extension Seeds and Seedling Program.
- Youth gardening and agriculture projects.
- An equipment list and maintenance schedule for department machinery.
- Student employees, including the summer internship.

### Work with the community:

- To provide advice on a variety of agricultural and horticultural topics, or provide help finding information.
- To host public education and extension opportunities through workshops, educational tours, and other forms of community engagement.
- To collect feedback and tailor programming to the needs and wants of the community.
- To establish and maintain networks with colleagues throughout the community and state.

### Assist with:

- Strategic planning and program management of Land Grant programs.
- The completion of gardening and agriculture related grant objectives by collecting data, writing reports, tracking expenses, etc.
- The Spirit Lake Mobile Farmers Market.

### Additional duties:

- Participate in various training and in-services offered for college faculty and staff.
- Serve on appropriate internal or external committees or advisory boards.
- Participate in increasing knowledge of Dakota culture and language.
- 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](http://www.littlehoop.edu).

Contact: Human Resource Office 701-766-1309

Submit Resume/Application with supporting documents to [vanessa.thomas@littlehoop.edu](mailto:vanessa.thomas@littlehoop.edu)

Visit our website [www.littlehoop.edu](http://www.littlehoop.edu) for an online application

7/7/2026

Think Dakota



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