



**CHOCTAW TRIBAL SCHOOLS**

MISSISSIPPI BAND OF CHOCTAW INDIANS  
P.O. BOX 6008  
CHOCTAW, MS 39350  
PHONE (601) 650-7302  
FAX (601) 656-9454

**JOB ANNOUNCEMENT #075277**

**POSITION TITLE:** Choctaw Language Teacher (1 Position)  
**OPENING DATE:** OCTOBER 16, 2018 **OCT 16 2018**  
**CLOSING DATE:** OCTOBER 23, 2018 OR UNTIL FILLED  
**SUPERVISOR:** School Principal  
**TYPE OF EMPLOYMENT:** Full-time, 210 Days  
**JOB LOCATION:** Choctaw Central High School

**SCOPE OF SERVICE:**

The teacher will provide successful learning experiences for students in grades 9 through 12. However, the primary focus will be for incoming 9<sup>th</sup> graders with the goal of having all students within a given cohort exposed to the Choctaw Literacy Curriculum prior to graduation. The teacher will be responsible for teaching skills and concepts that will enhance the Choctaw language skills of students and expand the breadth and depth of their understanding of the Choctaw culture. Thus, the teacher must demonstrate a significant understanding of the Choctaw language and culture.

**DUTIES AND RESPONSIBILITIES:**

1. Provide relevant learning experiences for students commensurate with their ability and interest.
2. Meet and instruct assigned classed at the scheduled time and location
3. Create a classroom environment that stimulates the learning process.
4. Take all necessary and reasonably precautions to protect students, equipment, materials, and facilities.
5. Strive to implement the Choctaw Tribal School District's philosophy of education and instructional goals through meaningful instructional strategies and curriculum connected learning activities.
6. Prepare for classes assigned and show written evidence for preparation.

7. Obtain and utilize information about the needs and progress of individual students.
8. Integrate the Choctaw language and culture into all facets of the instructional process.
9. Eat with students and provide supervision in the cafeteria.
10. Create effective assessments of instruction and use the resulting data to adjust instruction in order to increase instructional effectiveness.
11. Employ differentiated instructional practices to take into account the individual learning differences among students.
12. Demonstrate enthusiasm for teaching, learning and the subject being taught.
13. Use instructional techniques, methods, media, and technology appropriate to lesson being taught.
14. Demonstrate ability to work with individuals, small groups and large groups.
15. Motivate and encourage student involvement in instruction.
16. Help students develop and maintain a positive self-concept.
17. Assist the administration in the implementation and appropriate enforcement of all policies and rules governing student lie and conduct; develop reasonable rules of classroom behavior and procedure, and maintain order in a fair, positive and consistent manner.
18. Maintain accurate and complete records as required by law, system policies, and administrative regulations.
19. Maintain and improve professional competence.
20. Participate in staff development activities as required by supervisor and system policies.
21. Monitor students as they change classes by standing in the hallway greeting students and encouraging them on to class.
22. Demonstrate sensitivity to the Choctaw community by participating in community functions and seeking to involve students in community service projects as part of the curriculum.
23. Attend staff meetings and serve on staff committees as assigned.
24. Conduct minimum of one home visit per student per semester and phone parents/guardians of each student on a regular basis. Seek to make an average two such phone calls per day.
25. Make provisions for being available to students and parents for education related purposes outside the instructional day when necessary and under reasonable terms.
26. Establish and maintain cooperative professional relations with others.

**27. Convey high expectations for academic achievement in all students.**

**28. Perform other duties as may be assigned by the supervisor.**

**QUALIFICATIONS:**

- 1. Possess a valid Educator License issued by the Mississippi Department of Education with the appropriate endorsement or its equivalent for work as a Choctaw Literacy teacher.**
- 2. Ability to work in rural school system with bilingual students.**
- 3. Excellent communication skills and academic record that can withstand critical review.**
- 4. Complete a criminal background check on county, state, and national levels. Any record of conviction or child abuse charges will result in immediate termination.**
- 5. Employee in this position is subject to random alcohol and/or drug testing.**
- 6. Valid Mississippi Driver's License, reliable transportation and personal automobile liability insurance.**

**NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:**

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ person(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained or upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can only be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed. Supervisors who do not follow the Native American Preference Policy are subject to disciplinary action up to termination.

**IF INTERESTED, SEND APPLICATION TO:**

Mississippi Band of Choctaw Indians  
Human Resources  
P.O. Box 6033, Choctaw Branch  
Choctaw, MS 39350