



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 #149275

JOB TITLE: Teacher, 1 Position
OPENING DATE: JANUARY 18, 2019 **JAN 18 2019**
CLOSING DATE: FEBRUARY 01, 2019 OR UNTIL FILLED
SALARY RANGE: Education Compensation Plan
SUPERVISOR: School Principal
TYPE OF EMPLOYMENT: Regular Full Time, 210 Days
JOB LOCATION: Choctaw Central Middle School

SCOPE OF SERVICE:

The Teacher facilitates learning for children and is responsible for teaching skills and concepts that will enable students to successfully function physically, intellectually, emotionally, and psychologically both on and off the reservation. Also, the teacher must demonstrate understanding of, and respect for, the unique characteristics of the Choctaw Culture.

DUTIES AND RESPONSIBILITIES:

1. Meet classes and instruct students at the location and time designated.
2. Create a classroom environment that is conducive to learning and appropriate to the maturity and interest of the students.
3. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
4. Create a school and classroom environment that reflects the material culture of the Choctaw People.
5. Implement by instruction and action the system's philosophy of education and instructional goals and objectives.
6. Prepare for classes assigned and show written evidence of preparation.
7. Strive for excellence in education standards and demonstrate high expectations for learners' academic performance.
8. Obtain and use information about the needs and progress of individual learners.
9. Organize instruction to take into account individual differences among learners.
10. Obtain and use information about the effectiveness of instruction, making revisions as needed.

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11. Demonstrate enthusiasm for teaching and learning and the subject being taught.
12. Use a variety of instructional techniques, strategies, and media related to the lesson.
13. Integrate Choctaw-specific student content into subject matter instruction.
14. Demonstrate ability to work with individuals, small groups, and large groups.
15. Reinforce and encourage student involvement in instruction.
16. Help learners develop positive self-concepts.
17. Assist the administration in the implementation of all policies and school rules governing student life and conduct; for classroom, develop reasonable rules of behavior and maintain order in a fair and just manner.
18. Maintain accurate, complete, and correct records as required by law, system policy and administrative regulations.
19. Remain knowledgeable of developments in the field by the reading current literature, attending professional association meetings and conferences, and discussing developments and problems of mutual interest with others in the field.
20. Participate in staff development activities as required by supervisor and system policies.
21. Attend staff meetings and service on committee as required.
22. Demonstrate sensitivity to the Choctaw community by participating in community functions.
23. Make provisions for being available to students and parents for education related purposes outside the instructional day when necessary and under reasonable terms.
24. Establish an open line of communication with students, parents, and colleagues concerning both academic and behavioral progress of all students.
25. Conduct a minimum of one home visit per child each semester.
26. Establish and maintain cooperative professional relations with others.
27. Perform other duties as assigned by the supervisor.

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QUALIFICATIONS:

1. Possess a valid Mississippi Educator License issued by the Mississippi State Department of Education with appropriate endorsement and emphasis on grade level and/or subject area being taught.
2. Ability to work in a rural school system with bilingual students.
3. Excellent communication skills and an academic record that can withstand critical review.
4. Complete a criminal background check on county, state, and national levels. Any record or conviction of criminal or child abuse charges will result in immediate termination.
5. Employee in this position is subject to random drug testing.
6. Must possess a valid Mississippi Driver's License, adequate transportation and personal automobile liability insurance.

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

Notwithstanding this Native American preference, MBCI will employ non-MBCI members only when no qualified member of MBCI can be recruited, 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 Indian Preference Laws can only be exercised by the Committee on Human Resources, Training and Development, and 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 non-MBCI member can be made by the Committee only for as long as the non-MBCI remains in the position for which the waiver was granted. That waiver does not apply to other openings for which the non-MBCI member of other Native American may have interest in 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 that any specific applicant other than the one for which waiver is sought, be employed.

IF INTERESTED, REQUEST OR SUBMIT APPLICATION TO:

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