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#20-07-09

JOB TITLE:	Secondary Teacher, Biology
OPENING DATE:	JUNE 16, 2016 JUN 16 2016
CLOSING DATE:	JUNE 30, 2016 OR UNTIL FILLED
SALARY:	Education Compensation Plan
SUPERVISOR:	School Prinicpal
TYPE OF EMPLOYMENT:	Regular Full Time, 210 Days
JOB LOCATION:	Choctaw Central High School

SCOPE OF SERIVCE: The Teacher will provide successful learning experience for students in grades 9 through 12. The Teacher will be responsible for teaching skills and concepts that will Enable stdents to function successfully in society. Also, the Teacher must demonstrate understanding of, and respect for, the unique characteristics of the Choctaw culture.

DUTIES AND RESPONSIBILITES:

1. Provide learning experience for students commensurate with their ability and interest.
2. Meet and instruct assigned classes in the location and at the time designated.
3. Create a classroom environment that is conducive to learning and is appropriate to the maturity and interest of the students.
4. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
5. Strive to implement by instruction and action the system philosophy of education and instructional goals.
6. Prepare for classes assigned and show written evidence of preparation.
7. Obtain and use information about the needs and progress of individual students.
8. Eat with students and provide supervision for students in the cafeteria. Obtain and use information about the effectiveness of instruction to revise it when necessary.
9. Organize instruction to take into account individual differences among learners.
10. Demonstrate enthusiasm for teaching, learning and the subject being taught.
11. Use instructional techniques, methods and media appropriate to lesson being taught.

12. Demonstrate ability to work with individuals, small groups and large groups.

13. Demonstrate ability to conduct lessons using a variety of teaching methods and integrate Choctaw-specific content into subject area.
14. Reinforce and encourage student involvement in instruction.
15. Help students develop positive self-concept.
16. Assist the administration in the implementation of all policies and rules governing student life and conduct; develop reasonable rules of behavior and procedure and maintain order in a fair, firm and consistent manner.
17. Maintain accurate and complete records as required by law, system policies and administrative regulations.
18. Must maintain and improve professional competence.
19. Participate in staff development activities as required by supervisor and system policies.
20. Monitor class changes.
21. Attend staff meetings and serve on staff committee as required.
22. Demonstrate sensitivity to the Choctaw community by participating in community functions.
23. Conduct minimum of one home visit per student per semester.
24. Make provision for being available to students and parents for education related purposes outside the instructional day when necessary and under reasonable terms.
25. Establish and maintain cooperative professional relations with others.
26. Convey high expectation for academic achievement in all students
27. Perform other duties as may be assigned by supervisor.

QUALIFICATIONS:

1. Possess a valid Mississippi Educator License issued by the Mississippi Department of Education with the appropriate endorsement.
2. Ability to work in rural school system with bilinqual 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 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:

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 waiver 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 member remains in the position for which the waiver was granted. That waiver does not apply to other openings for which the non-MBCI member or 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, SEND APPLICATION TO:

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