

NORTHERN CHEYENNE TRIBAL SCHOOL

JOB ADVERTISEMENT

POSITION: SOCIAL STUDIES

SALARY: DOE

DEPARTMENT: NCTS

ACCOUNTABLE TO: PRINCIPAL

OPENING DATE: February 8, 2023 **CLOSING DATE:** OPEN UNTIL FILLED

HOW TO APPLY: Submit completed NCTS certified application, current Resume', Three (3) letters of recommendation (dated within one year) along with official transcripts to Northern Cheyenne Tribal School, Human Resources, Box 150, Busby Mt. 59016

Pre-Employment Drug Tests and Background checks are required

PERFORMANCE RESPONSIBILITIES:

- Teaches courses in social studies, history, geography, economics, American government, political science, tribal government, or the humanities to secondary pupils, utilizing course of study adopted by the Board and other appropriate leaning activities.
- Instructs pupils in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district.
- Develops a balanced social studies program involving factual background material, material on current events, discussion time, and other appropriate activities designed to encourage pupils to develop skills and attitudes, draw conclusions, achieve improved interpersonal relationships, and make value judgments based on scientific methods of inquiry.
- Provides individual and small group instruction in order to adapt the curriculum to the needs of pupils with varying intellectual abilities, attitudes, and cultural backgrounds.
- Develops knowledge of the purpose, structure, and operation of the American governmental and economic system, and the rights and responsibilities of American citizenship.

- Makes current material from the mass media available to pupils; plans and guides discussions of current problems against background of geographical environment and history of area being studied.
- Develops an understanding of the contributions of racial, religious, and political groups to American culture.
- Develops knowledge of political and economic systems of other nations and their influence on personal freedom, education, and living standards.
- Encourages pupils to become aware of the complexity and interrelations of local, state, national, and world problems.
- Maintains standards of pupil behavior to provide an orderly, productive classroom environment.
- Participates in curriculum and other developmental programs.
- Participates in faculty committees and the sponsorship of student activities.
- Maintains professional competence through in service education activities provided by the district and in self-selected professional growth activities.
- Complies with district policies and administrative rules and directives.
- Evaluates, selects, and requisitions books, instructional aids, equipment, and instructional supplies and maintains required inventory records.
- Communicates with parents and school counselor on pupil progress.
- Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
- Identifies pupil needs, and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Performs such other duties as the district may from time-to-time assign.

QUALIFICATIONS GUIDE

CREDENTIAL: Valid Montana Credential or license authorizing service in grade levels and areas assigned.

EDUCATION: Bachelor's degree, including all courses to meet credential requirements.

EXPERIENCE: Student teaching, internship, or full-time teaching experience.

PERSONAL QUALITIES: Appearance, grooming and personality which establish a desirable example for students. Ability to meet District standards for physical and mental health. Above-average recommendations from student teaching supervisors and other professionals who have observed the characteristics, scholastic attainment and classroom performance of the teacher.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.