

ILISAGVIK COLLEGE
-EXTERNAL JOB ANNOUNCEMENT -
Posting Date: March 21, 2016
Closing Date: Until Filled

POSITION: Instructor/Assistant Professor- Iñupiaq Studies
LOCATION: Barrow, Alaska
REPORTS TO: Dean of Academic Affairs
WORK SCHEDULE: Hours may vary, Monday through Friday, including evenings and weekends
COMPENSATION: \$59,546 - \$79,409 (DOE/Workload & Generous Benefits)

JOB DESCRIPTION: Responsible for developing and overseeing the Iñupiaq Studies program leading to various certificates and an associate's degree education; Develops and teaches discipline-related courses with focus on Iñupiaq language, culture and tradition; Prepares and maintains updated instructional materials, course outlines, curriculum, and College catalog copy; Completes annual program assessment and data collection, necessary to remain compliant with accreditation standards; Evaluates student performance and submits appropriate grades and reports, as required; Maintains active communication with program advisory committee; Recruits and supervises adjunct faculty as needed; Maintains office hours, as required; Serves as academic advisor to program active students; Participates in professional development, as appropriate; Completes reports and presentations, and attends meetings and special events, as required; Actively participates in College and community service including serving on community and task forces, and College activities; Completes reports and presentations, and attends meetings and special events, as required; Complies with College policies, procedures and administrative directives, as well as state, federal, and local laws, regulations, and ordinances; and performs other duties as assigned.

REQUIRED (EDUCATION/SPECIAL SKILLS/TRAINING): [Instructor level] Associate's degree or equivalent in Fine Arts or related discipline; [Assistant Professor level] Bachelor's degree or equivalent in Iñupiaq Studies or related discipline; A recognized expert in Iñupiaq language, culture and tradition; Demonstrated familiarity with North Slope Borough and institutions; A minimum of three [3] years teaching experience in the appropriate field; Good oral, written, and interpersonal communication skills; Demonstrated management ability; Demonstrated ability to interact effectively in a multi-cultural environment; Demonstrated ability to develop and manage a budget; Ability to travel periodically; and ability to pass a pre-employment background check.

PREFERRED (EDUCATION/SPECIAL SKILLS/TRAINING): [Assistant Professor level] Bachelor's degree or equivalent in Iñupiaq Studies or related discipline; Demonstrated teaching experience in a post-secondary environment; Demonstrated experience in curriculum development; Demonstrated experience with distance delivery; Demonstrated knowledge in one or more of the following areas: North Slope Borough [NSB] institutions and organizations; Iñupiaq culture, language, values, and traditions; ability to interpret and represent NSB community values, customs, and beliefs for the College; ability to interpret and represent College actions and Western institution to the NSB community; and valid driver's license.

PHYSICAL REQUIREMENTS: 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; While performing the duties of this job, the employee is required to sit, stand, walk, use hands to finger, handle or feel objects, tools, controls, and reach with hands and arms; The employee is frequently required to stoop, kneel, crouch, or crawl and talk and hear; The employee is occasionally required to climb or balance, and may occasionally drive a vehicle; The employee must be able to lift and/or move up to 40 pounds; and Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

ENVIRONMENTAL CONDITIONS: The environmental conditions 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; and the employee is regularly required to work indoors with a usually moderate noise level in the work environment.

SUBMIT REQUIRED APPLICATION, COVER LETTER, AND RESUME TO:
ILISAGVIK COLLEGE P.O. BOX 749 Barrow, Alaska 99723

ATTN: Human Resources Fax: [907] 852-3936

[Application may be downloaded via <http://www.ilisagvik.edu> or contact jobs@ilisagvik.edu]
-Iisagvik College is a Drug Free Work Place and Equal Opportunity Employer-