

KAWERAK POSITION DESCRIPTION

DIVISION:	Administration
JOB TITLE:	Inupiaq Immersion Linguist - Shishmaref
POSITION STATUS:	Seasonal/Regular Full-Time Position
EXEMPT STATUS:	Non-Exempt
PAY SCALE GRADE:	19B
SUPERVISOR:	Inupiaq Director

The Inupiaq Immersion Linguist will administer, direct, develop, teach and implement innovative Inupiaq curriculum that cultivate Shishmaref Language Revitalization Child Care/Language Nest program.

BRIEF SUMMARY OF JOB RESPONSIBILITIES:

1. Implementing the goals, objectives and performance standards of the Language Revitalization Program.
2. Develop and implement Inupiaq seasonally relevant curriculum with the Native Village of Shishmaref community members, Inupiaq Director and Inupiaq Immersion Teacher.
3. Speak, teach, and read in Inupiaq to children for 6 hours a day with beginning writing practice.
4. Use team approach with parents and staff to develop group activities to meet the children's needs. Conduct observations, screenings, assessments, track child development, and family reviews.
5. Teach Inupiaq language classes to parents of children. Sing and drum in Inupiaq daily. Harvest subsistence food: berry picking in Shishmaref with parents and children, seals, moose. Prepare next generation leaders, including Inupiaq Immersion Teacher and children. Teach children and Immersion Teacher the risks of climate change - walking on ice, when to pick berries before they're spoiled, and weather changes fast.
6. Proactive planning expected. Prepare developmentally appropriate Inupiaq classroom materials in and lesson plans that are in Inupiaq language and culture; create and update learning centers as needed to promote child development of children. Ensure that children are supervised at all times.
7. Maintain on-going contact with families, integrate educational goals that are developmentally appropriate into the classroom to promote the health, nutrition, and the education of children in the program. Implement concepts of early childhood education. Schedule family nights once a month.
8. Ensure that evacuation plans, fire and sanitary inspections are updated annually. Maintain monthly classroom and evacuation drills.
9. Maintain ongoing communication with parents on the psychological well-being of their children, at the center.
10. Maintain information flow and ideas with speech and physical therapists, nurses, social workers and other relevant professionals to promote quality services to children.
11. Use appropriate guidance techniques consistent with early childhood education practices.
12. Participate in staff, parent meetings and professional training sessions.
13. Maintain updated child confidential files and parent signatures.

14. Maintain correspondence with all parents through monthly memo and activity calendars.
15. Complete and submit all reports to central office according to timelines.
16. Follow Head Start Child Abuse and Neglect Policies and Standards of Conduct and Confidentiality Policies and report suspected cases of child abuse/neglect.
17. Store supplies properly
18. Play age appropriate games that promote traditional values.
19. Report to Inuusiq Director bi-weekly
20. Sew, bead, sing, dance and participate fully with children in culture/language learning everyday
21. Other duties as assigned by the Inupiaq Director.

QUALIFICATIONS:

1. Fluency in Inupiaq and knowledge of Shishmaref and its people with ability to speak and teach Inupiaq to children and Inupiaq Immersion Teacher.
2. Ability to work with children of all ages especially ages birth to three years old in various environments.
3. Must possess strong writing, communication, presenting, and organization skills.
4. Must be self-motivated, dependable and able to work with minimum supervision.
5. Must be 21 years of age by date of hire.
6. Two years of experience in working with young children.
7. Teaching experience with ages P-K-1 preferred.
8. Must be dependable and willing to learn
9. Knowledge of the lifestyle and culture of the people in Shishmaref and the Bering Strait region
10. Ability to respectfully interact with the public and express ideas and concepts clearly in oral presentations
11. Able to work collaboratively with peers, communities, partners, and other organizations.
12. Able to maintain strict client confidentiality.
13. Must be able and willing to travel.
14. Current State of Alaska Food Worker's Card. If not, must be willing to obtain one within 2 weeks of hire.
15. Current First Aid and Infant/Child (Pediatric) CPR certification. If not current, must be willing to obtain certification.
16. Must complete an annual TB screening. Must complete and submit a work physical upon hire and every five years after hire.
17. This position is a Covered Position subject to all requirements of the Alaska Barrier Crimes Act AS 47.05.310-47.05.390, 7 AAC 10.900-10.990, and to the Indian Child Protection and Family Violence Prevention Act, 25 USC 3201-3211 (ICPA). A background check clearance is required, including fingerprints, and the employee's name will be submitted to the Background Check Unit of the State of Alaska Department of Health and Social Services and entered into their central registry. Barrier Crimes Act and ICPA requirements apply and must be complied with at all times in order to remain in the position.