RESPONSIBILITIES:
The successful candidate will:

- Direct and manage the Anishinaabe and American Elementary Education program and Early Childhood program.
- Provide leadership in accreditation, curriculum development, data analysis/evaluation, budget oversight, and program planning.
- Provide overall management of faculty, staff, and students within the department.
- Direct student recruitment and promote among faculty and staff a collaborative commitment to student success and retention.
- Promote and support faculty and staff in their classroom endeavors and in their professional development and training.
- Practice a regular review of outcomes and key performance metrics specific to education programming with faculty and staff.
- Ensure compliance-related endeavors associated with the program’s transition to a four-year program are satisfactorily carried out with approval agencies, such as Minnesota’s Professional Educator Licensing and Standards Board, the regional Higher Learning Commission, and the World Indigenous Nations Higher Education Consortium.
- Build and maintain collaborative relationships with community partners and relevant Tribal, State, and national organizations.
- Foster sound relationships with Tribal, public, and private schools in order to provide FDLTCC’s pre-service teachers excellent in-field training and to promote solid career options for graduates of FDLTCC’s education programs.

MINIMUM QUALIFICATIONS:

- Doctorate degree in Education.
- Three or more years of teaching experience.
- Demonstrated experience working with Tribal or culturally diverse settings.
- Demonstrated knowledge of political and academic trends and issues in the field of education.
- Experience with alternative instructional environments (i.e. distance education, ITV, use of educational technologies).
- Comprehensive computer skills.
- Exceptional written, verbal, and interpersonal communication skills.
- Valid driver’s license.

PREFERRED QUALIFICATIONS:

- Minnesota Teaching License.
- Demonstrated experience with Tribal communities and Tribal education institutions.
- Demonstrated experience with achieving State boards of teaching approvals and regional accreditation.
- Demonstrated knowledge of teacher licensure processes and procedures.
- Experience in securing and managing external grants and other sources of funding.
- Supervisory/Leadership experience.
APPLICATION PROCEDURE:
To be considered for the position, you must apply online at PeopleAdmin and attach the following:

1) A cover letter outlining how you meet the minimum qualifications of the position,
2) CV or resume, and
3) A copy of your transcript(s). (Official transcripts will be required of hired applicant.)

Mailed/Paper applications/resumes will not be considered. Questions about the position may be directed to Anna Fellegy, Vice President of Academic Affairs, at (218) 879-0878 or afellegy@fdltcc.edu.

START DATE: As soon as possible

DEADLINE TO APPLY: Open until filled; priority given to applications received on or before July 29, 2020

Notice: In accordance with the Minnesota State’s Vehicle Fleet Safety Program, employees driving on college business who use a rental or state vehicle shall be required to conform to Minnesota State’s vehicle use criteria and consent to a Motor Vehicle Records check.

Fond du Lac Tribal and Community College is a member of Minnesota State and is an affirmative action, equal opportunity employer and educator committed to the principles of diversity. We actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

This document is available in alternative formats to individuals with disabilities. Consumers with hearing or speech disabilities may contact us via their preferred Telecommunications Relay Service.