

**Lac Courte Oreilles Ojibwe University (LCOOU)**  
**Position Description No. NASOJIFAC40424**



**Position Title:** NAS Ojibwemowin Faculty  
**Division:** NAS  
**Reports To:** Chief Academic Officer  
**FLSA Status:** Exempt  
**Annual Contract:** Full-time, 38 weeks per year  
**Rate of Pay:** Dependent on Qualifications  
**Posting Date:** April 10, 2024  
**Application Deadline:** April 23, 2024, or Until Filled  
**Start Date:** August 19, 2024

**General Position Summary:**

The NAS Ojibwemowin Faculty is a vital position in the current and forthcoming Native American Studies and Education programs. The NAS Ojibwemowin Faculty member will be responsible for teaching the first four courses of the Ojibwemowin sequence in a staggered schedule. In addition to teaching language classes, the NAS Ojibwemowin Faculty will also provide language-immersion services to both the students and faculty of LCOOU, to be determined under consultation with the NAS and Education programs.

**Key Responsibilities:**

- Provide quality language instruction for the NAS program
- Student advisement and mentorship
- Attend and serve at various committee meetings of the faculty and campus community
- Provide supplemental Ojibwemowin immersion programming for students, staff, and community
- Assist with campus events and seasonal harvests of the NAS and EDU programs

**Minimum Qualifications:**

- Associate degree conferred, Bachelors in progress
- Intermediate proficiency in Ojibwemowin in all four modalities: speaking, listening, reading & writing
- Minimum of 3 years' experience teaching Ojibwemowin

**Preferred Qualifications:**

- Bachelor's degree in education, history, linguistics, anthropology, or related field
- Experience in the language-immersion setting

**Knowledge, Skills, and Abilities Required:**

- Proficient with Microsoft Office applications, including but not limited to, use of the internet, email, database, spreadsheet, word processing and presentation
- Demonstrated commitment to confidentiality and student and faculty success
- Ability to work well with diverse people from a variety of backgrounds and communities to promote collaborative and cooperative interactions and outcomes

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- Demonstrates leadership abilities, effective collaboration, and critical thinking skills
- Ability to function independently, effectively resolve problems and make decisions in the best interest of the University
- Understand the importance of ensuring that those who should know the details may need clarification and approval by administration
- Ability to handle multiple priorities, meet deadlines, and produce quality work with attention to detail
- Ability and willingness to learn and apply new technologies for teaching, learning, and administering

**Work Environment:**

- Fast paced office environment
- Office, distance learning technical support, in-person classroom support, and campus facilities environment
- Work includes nights and weekends
- Travel to outreach sites, meetings, and training may be required

**Reportability:**

Reports to Chief Academic Officer

**Application Process:**

Please submit either a hard or electronic copy of a cover letter, an updated resume, unofficial transcripts, and a completed LCO Ojibwe University job application (available online at [www.lco.edu/employment](http://www.lco.edu/employment)) to the address directly below. All materials should be submitted in a single packet. **Only applications containing all the items noted above, fully completed, will be considered.**

Hand-delivered application packages will be accepted at the University until 4:30 pm on the deadline date; mailed applications must be received by the deadline date and emailed application packages must be received by 11:59 pm on the deadline date.

Human Resources  
Lac Courte Oreilles Ojibwe University  
13466 W Trepania Road  
Hayward, WI 54843  
Phone: 715-634-4790  
Fax: 715-634-5049  
Email – [hr@lco.edu](mailto:hr@lco.edu)

All materials submitted will become property of the University and will be retained for one (1) year from the application deadline.

Lac Courte Oreilles Ojibwe University encourages applications from all peoples and sources; however, we follow an Indian preference policy when hiring.

*“The Lac Courte Oreilles Ojibwe University mission is to provide Anishinaabe communities with post-secondary and continuing education while advancing the language, culture, and history of the Ojibwe.”*