



SINTE GLESKA UNIVERSITY

JOB ANNOUNCEMENT

Position: Faculty, Construction Trades **Supervisor:** Department Chairperson/IOT Director

Department: Institute Of Technologies-IOT **Classification:** Full-Time Faculty

Contract: 12 month/Salary

JOB SUMMARY: Faculty member will prepare for and teach Construction Trades curriculum.

DUTIES & RESPONSIBILITIES:

1. Faculty member will prepare for and teach Construction Trades curriculum at minimum of 30 credits per contract year.
2. Prepare course schedule for each academic semester.
3. Keep record of student's degree plan in collaboration with Program Director.
4. Attend mandatory professional development trainings.
5. Assist with academic registration.
6. Serve on and contribute to campus-wide committees.
7. Support the mission of the University, and the mission of the Institute of Technologies Department.
8. Provide office hours according to department requirements.
9. Follow the policies and procedures of the University.
10. Participate in the development, evaluation and revision of the curriculum in collaboration with Program director.
11. Develop and update syllabi based upon the approved curriculum.
12. Conduct on-going assessment of student progress.
13. Advise students in the Construction Trades Program.
14. Follow and adhere to SGU's Faculty contract's responsibilities and duties.

QUALIFICATIONS:

Two-year associates degree in Construction Trades with certifications(s) in related field. 5-10 year work experience in related field. Knowledge working with basic computers (printing etc.) and Microsoft word documents. **Or-** 10-15 years of work experience in related field with certification(s) in related field. Knowledge in carpentry work, plumbing and electrical. Knowledge working with basic computers (Printing etc.) and with Microsoft word documents.

Preferred:

Preferred teaching experience, but not required. (Higher education level/or Secondary) Preferred online teaching experience, but not required.

- **Salary dependent upon experience and education in related field**

To apply submit a completed SGU job application with a copy of your HS Diploma or equivalent, Resume', Transcripts, verification of College Degree(s), Certificates, Driver's license, Tribal ID or abstract, proof of COVID-19 vaccination to the HR Department. Applications are available on the SGU Website under job opportunities. **Open until filled.** For further information and position description contact Brenda I. Farmer, Acting HR Director in care of the SGU HR office at the Antelope lake campus. Administration Bldg. 605-856.8262. Brenda.Farmer@sintegleska.edu.

Incomplete applications will not be considered.