



# Sinte Gleska University

SICANGU LAKOTA OYATE

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[www.Sintegleska.edu](http://www.Sintegleska.edu)

ACCREDITED  
THE HIGHER LEARNING COMMISSION  
RECOGNIZED AS  
TRIBAL LAND GRANT INSTITUTION

ESTABLISHED DECEMBER 1970

## POSITION DESCRIPTION

Position : Vice President (Tribal Nation-Building & Community Development)	Department : Administration
Supervisor : Executive Vice President	Contract : 12 months - Salaried

### **Job Summary:**

This Vice President position will support the organization through conceptions, planning, development and administration of programming related to Tribal-nation building and community development. This position reports directly to the SGU President and/or his designee. The Vice President is responsible for helping ensure that the University meets accreditation standards and pertinent public/private sector funding regulations of other agencies.

### **Duties & Responsibilities:**

Under the direct supervision of the Executive Vice President, this Vice President will be responsible for carrying out the following duties:

1. Provide executive co-leadership of administration, planning, institutional relations and fiscal resources of the University related to the university's efforts at Tribal- nation building and community development through local, Tribal, state, regional, national and international programs and services.
2. Assist the President as an active liaison between the Rosebud Sioux Tribe, Rosebud Sioux Communities and Tribally chartered programs.
3. Supervise the work and responsibilities of SGU community development activities including 1994 tribal land grant programs (USDA), Tiwahe Glu Kini Pi (SAMSHA) Sicangu Heritage Center, SGU Food Sovereignty Center, Tribal workforce and economic development, renewable energy resources, and partnerships among the Oceti Sakowin lands to ensure the fulfillment of the SGU mission and the commitment to serve the people and communities of the Sicangu Lakota Oyate.
4. Jointly work with the SGU vice presidents and executive managers on the development of institutional policies/procedures, organization and administration of budgets; allocation of institutional resources, monitoring of grants and contracts; personnel management; conceptualizing and developing new programs; monitoring internal/external relations; planning and implementation of institutional data management systems (Jenzabar); and compliance with accreditation standards set forth by the Higher Learning Commission (HLC) and other professional agencies.
5. Assist with coordination of strategic planning and development of SGU as tribally- chartered institution of higher education and as a 1994 Tribal land grant institution.
6. Plan for the implementation of Tribal leadership development activities and service through the Scott Bordeaux Leadership Institute.
7. Facilitate general administratin with Tribal organizations including Nation Congress of the American Indians (NCAI), American Indian Higher Education Consortiun, (AIHEC), American Indian College Fund (AICF), First Americans Land-grant Consortium (FALCON), National Indian Education Assn. (NIEA), National Bison.

8. Assn. (NBA), Native American Agriculture Fund, (NAAF), etc. to explore, identify and implement partnerships with federal/state/tribal organizations and private sector sources to enhance the capabilities and resources of the institution. Work with appropriate stakeholders to coordinate planning and implementation of special projects related to Tribal Nation-building and community development.
9. Carry out other duties as may be assigned.

### **Supervisory/Work Conditions:**

This vice president position will supervise SGU personnel funded and/or supported under the 1994 tribal land grants programs (including bison caretaking), Tiwahe Glu Kini Pi program (including equine therapy ranch), Tribal Food Sovereignty initiative, the Sicangu Heritage Center, and future programs focused on Tribal nation-building and community development.

### **Minimum Qualifications**

A doctorate degree from an accredited higher education institution is preferred; a master's degree from accredited institution is required.

### **Experience**

- At least seven years or more experience in administrative positions in an institution of higher education; tribal college administrative experience preferred.
- Seven years or more experience in assessment of student learning, strategic planning, continuous improvement, and use of data to facilitate planning processed.
- Four years of experience in developing Land Grant program capacities of tribal colleges and universities.
- Experience in National and international tribal colleges & universities (TLUs) leadership.
- Experience in the review of new institutional programming and services.
- Experience in working with diverse constituencies on complex issues.
- Experience in teaching, or working with practices.

### **Skills:**

Employees will work in a team-oriented department and engage collegially with colleagues, staff, and members of the administration. The successful applicant will have exemplary oral, writing and general communication skills, and get self-motivated to organize and implement program initiatives with minimal supervision. This vice president must possess cultural competencies to interact with Lakota and/or Native American people and respective organizations within reservation boundaries or must possess a willingness to learn.

### **Confidentiality:**

The SGU employee agrees to maintain strict confidentiality regarding FERPA, HIPAA, and the contents of all Sinte Gleska University correspondence, student records, personnel files and fiscal data.

### **Additional Information:**

Sinte Gleska University does not discriminate on the basis of race, color, national origin, sex, religious preference, age, handicap, marital status, political preference, or membership or non-membership in an employee organization, except as allowed by the Indian preference provision of the Civil Rights Act of 1964, as amended.

The SGU employee is responsible for ensuring that his/her personnel file is current with regard to official evidence of educational qualifications and experiences. Failure to do so prior to start of the contract year may result in not receiving compensation commensurate with claimed advancement in promotional steps.

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 License, Tribal ID or abstract. Submit completed application with attachments to the HR Department. For further information contact Vijayakumar Chebrolu, Human Resource Director @ SGU Administration Building or call 605-856-8261 / email [Vijayakumar.chebrolu@sintegleska.edu](mailto:Vijayakumar.chebrolu@sintegleska.edu). Applications are available on the SGU website under job opportunities. The position is open until filled. Incomplete applications will not be considered.