

## YKSD JOB DESCRIPTION



<b>Job Title: Native Language/Cultural Specialist</b>	
<b>Supervisor: Native Language Coordinator</b>	<b>Location: All River Schools</b>
<b>Authorized Hours: Varies</b>	<b>Classification: Temporary</b>
<b>Days/Months: 9 months</b>	<b>Range: M</b>

### **General Responsibilities**

Provides Native language or cultural expertise instruction after school on a part-time temporary basis. Position requires expertise in Native language or cultural activities. Works in coordination with local teacher or district office teacher on an as-needed basis.

### **Example of Duties**

1. Provides Native language translation and/or transcription expertise
2. Consults with Language Specialist
3. (Co-)Teaches Native language to students and/or adults
4. Records spoken language on a variety of multi-media formats (video, audio, or computer)
5. Provides advice and cultural guidance on development of curriculum units
6. Provides feedback to teachers and/or students on language skills
7. Teaches cultural activities to teachers and/or students
8. Encourages use of Native language in school and community
9. Encourages teaching of cultural skills in school and community
10. Keeps in contact with coordinating teacher(s)
11. Coordinates afterschool language and culture program (place, hours, record attendance, teaches language or cultural lessons)

### **Equipment Used**

Recommended, but not required. Standard office equipment, including computer, printer, copy and fax machines, and other teaching related equipment.

### **Independent Decisions**

Provide guidance on language or cultural content.

### **Primary Working Contacts**

Daily contact with students and school staff; occasional contact with parents.

### **Responsibility for Cash, Equipment, Safety**

Safety of students under supervision in the classroom or playground.

### **Supervision Received and Exercised**

Receives assignments from the Native Language Coordinator

### **Unusual Working Conditions**

None

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### Evaluation

None

### Qualifications

**Education:** High School Diploma or GED. Fluent or beginning-advanced or intermediate speaker of Denaakk'e (Koyukon) or Benhti Kokht'ana Kenaga' (Lower Tanana Athabaskan) or expert in teaching local cultural activities preferred, but not necessary.

**Experience:** Experience working with students at the appropriate grade level is required.

**Knowledge:** Knowledge of high school level subjects required.

**Knowledge, Skills and Abilities:** Knowledge of Denaakk'e, Benhti Kokht'ana Kenaga' and/or knowledge of traditional cultural activities.

Ability to:

- Speak in Denaakkenaage' (Koyukon Athabaskan) or Benhti Kokht'ana Kenaga' (Lower Tanana Athabaskan)
- Read and write in Denaakkenaage' or Benhti Kokht'ana Kenaga' preferable, but not required
- Provide translation of Denaakk'e, Benhti Kokht'ana Kenaga' to English or vice-versa
- Meet with teachers or students as necessary to complete projects
- Participate in workshop activities
- Provide knowledge of culture, history, songs or stories
- Encourage learners in a constructive manner
- Keep in contact with local teacher or district office employees
- Travel to villages in local area