POSITION: Language Software Developer (Part-time, 24 Hours per week) Language and Culture Institute

SALARY RANGE: ($22.72-$28.41) + Annual & Sick Leave

OPENING DATE: July 16, 2020 CLOSING DATE: July 30, 2020

SCOPE OF THE POSITION:
The Language Software Developer will be responsible to develop and implement creative uses of digital tools, and build on existing platforms and workflows. In addition will research and design new tools to assist students and teachers of the Dakota/Lakota language at all stages of learning and to provide support in maintaining the Dakota/Lakota language in all its beauty and diversity across Standing Rock.

SUPERVISION:
The Language Software Developer will work under the supervision of the Language and Culture Institute, Director, who will provide guidance and direction.

DUTIES AND RESPONSIBILITIES:

1. Administer the online language course platform (Moodle LMS) and conduct updates as required.
2. Assist teachers in creating content, delivering courses and maintaining a roadmap for feature developments.
3. Maintain language recordings platform (Mukurtu; a distribution of Drupal CMS), adding and creation of new content; maintaining a roadmap for feature developments.
4. Assist in the design and maintenance of workflows for preparing and uploading content; XML-based corpus data, digitized audiovisual files, and graphics to the digital platforms.
5. Collaborate with consultants to ensure outsourced feature development, theming, or other code is delivered on time and to expected standard.
6. Assist in the research and implementation of potential digital solutions to support the year-round activities (Language Bowls, Wóksape Bowls, and Dakota/Lakota Summer Institute).
7. Assist in facilitating student and teacher access to digital resources, including software installations, account creation, troubleshooting, and responding to inquiries.
8. Collaborate with the Social Media Coordinator to produce graphics, video demos, and textual information for publications.
9. Provide advisement to teachers in Standing Rock’s K-12 schools, College, and community learning environments on the use of technology in Dakota/Lakota language teaching.
10. Other tasks and assignments within the scope of work of the Language and Culture Institute.

Níktič’i’chiyapi ki Wówašèchunpi Un patitanapi
“Promoting Self-Sufficiency through Employment”
QUALIFICATIONS:
1. A Bachelor’s in Linguistics, Information Technology, or related field is preferred. In lieu of the minimum education requirement will consider; Associate’s Degree with five (5) years’ of documented experience in IT administration or software development, preferably in the context of language teaching/learning or High School/GED with documented training, certifications and eight (8) years’ of documented experience in IT administration or software development, preferably in the context of language teaching/learning.
2. Solid knowledge of MICROSOFT (Word, Excel, Access, Outlook, PowerPoint, etc.) applications.
3. Understand and carry out verbal and written instructions and request clarification when needed.
4. Efficient organizational skills with special attention to detail and ability to operate under pressure and stress.
5. Excellent customer service skills and demonstrate professionalism; maintain tact, courtesy, composure and flexibility when dealing with a variety of personalities.
6. Must pass required background check.
7. Must possess a valid driver’s license and meet insurability requirements.

JOB REQUIREMENTS:
1. Ability to effectively support the broad mission to revitalize the D/Lakota language and culture.
2. Demonstrate high level of competency of analytical and problem solving skills; Ability to react quickly to unforeseen challenges.
3. Demonstrate a creative and technical vision for the use of digital tools in language learning and teaching and maintain up-to-date knowledge of developments in the field.
4. Ability to work independently, in small teams, and within a multi-department tribal administration; at the LCI Offices, and remotely as necessary, using project management tools like Outlook, Monday.com, and Trello to ensure goals are being fulfilled.
5. Excellent professional judgment and exercise discretion with sensitive and confidential information; Sign and adhere to the confidentiality policy of the Standing Rock Sioux Tribe.
6. Ability to serve as a resource to various stakeholder across Standing Rock, including teachers, students, and other community members
7. Ability to provide general and direct supervision to interns and trainers for varying periods of time as requested
8. Demonstrate patience, courtesy, respect and conscientious mannerisms; Ability to be proactive and practical in dealing with a variety of circumstances and situations.
9. Demonstrate self-motivation with a ability for obtaining creative solutions to technical problems
10. Ability to effectively communicate both verbal and written to clients with and without technical backgrounds.
11. Ability to attend occasional events across Standing Rock that involve the piloting or implementation of digital language learning tools.

NOTICE:
SELECTED CANDIDATE(S) FOR STANDING ROCK SIOUX TRIBE POSITIONS ARE SUBJECT TO ALCOHOL AND DRUG TESTING. FAILURE TO ADHERE TO AND SUCCESSFULLY PASS THE ALCOHOL AND DRUG TESTING WILL CAUSE FOR REVOCATION OF JOB OFFER.
No Tribal housing is available. The position is located at the Language and Culture Institute, Fort Yates, ND.

APPLICATIONS:
Submit a complete tribal application to the Human Resource Office, Standing Rock Sioux Tribe, P.O. Box D, Fort Yates, ND 58538.

ALL APPLICATIONS RECEIVED AFTER 4:30 P.M. ON THE CLOSING DATE WILL NOT BE CONSIDERED.