



# Sinte Gleska University

SICANGU LAKOTA OYATE

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ACCREDITED BY  
THE HIGHER LEARNING COMMISSION - 1983  
RECOGNIZED AS A1994  
TRIBAL LAND GRANT INSTITUTION

ESTABLISHED DECEMBER 1970

## POSITION DESCRIPTION

Position : English Instructor	Department: Developmental Studies
Supervisor : Director - Developmental Studies	Contract : 12 Months - Full Time-Salary

### **Job Summary:**

Sinte Gleska University is seeking a passionate and dedicated English Instructor to join our Developmental Studies department. The instructor will be responsible for teaching writing and reading courses designed to improve students' foundational skills, preparing them for college-level coursework.

### **Duties & Responsibilities:**

#### **1. Teaching and Instruction:**

- a. Teach developmental writing and reading courses to students who need additional support before advancing to freshman-level courses.
- b. Develop and deliver engaging lesson plans and instructional materials that address the diverse needs and learning styles of students.
- c. Integrate Lakota cultural values and practices into the curriculum to provide a culturally relevant educational experience.

#### **2. Student Assessment and Support:**

- a. Assess student performance through assignments, exams, and other evaluation tools.
- b. Provide timely and constructive feedback to students to support their academic growth and development.
- c. Develop individualized learning plans based on assessment data to address specific areas of improvement for each student.

#### **3. Curriculum Development:**

- a. Collaborate with the Developmental Studies team to develop and refine curriculum and instructional strategies.
- b. Stay current with best practices in developmental education and incorporate innovative teaching methods.

#### **4. Student Engagement:**

- a. Foster a supportive and inclusive classroom environment that encourages student participation and engagement.
- b. Offer academic advising and mentoring to help students navigate their educational journey and transition to 100-level courses.

#### **5. Professional Development:**

- a. Participate in professional development opportunities to stay current with trends and best practices in developmental education and English instruction.
- b. Engage in continuous improvement of teaching practices through reflection and feedback from colleagues and students.

#### **Qualifications & Experience:**

- Master's degree in English, Education, or a related field.
- Minimum of 2 years of experience teaching English (writing and reading) at the secondary or post-secondary level.
- Strong understanding of developmental education principles and practices.
- Experience working with diverse student populations, particularly Indigenous students, and a commitment to cultural sensitivity and inclusivity.
- Excellent organizational, communication, and interpersonal skills.
- Ability to create a supportive and engaging learning environment.

#### **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.