



MESCALERO --Apache-- SCHOOL

P.O. Box 230, 249 White Mountain
Mescalero, New Mexico 88340
Phone: (575)464-4431 Fax (575) 464-0053



"Mescalero Chiefs"

Posted 9.3.25

POSITION VACANCY ANNOUNCEMENT

MAS Apache Language Teaching Assistant-3

Responsibilities:

- Participates in instructional activities to help students understand their Mescalero Apache Language lessons.
- Work with Apache Language Teachers to model fluent Apache language skills.
- Assist Apache Language teacher with clerical tasks such as taking attendance and recording grades.
- Assist Apache Language teacher with the assessment of student performance.
- Oversee students outside of the classroom during field trips and related activities.
- Participate in extensive training while working toward becoming a licensed Mescalero Apache Language Teacher.
- Develop and integrate age-appropriate lessons and activities.
- Will assist Apache Language Teachers in accomplishing all their classroom-related responsibilities
- Will assist in the classroom and develop and implement lesson plans.
- Act as Teacher when the Apache Language Teacher is out.
- Duties/assignments may change to meet the needs of the school due to unforeseen circumstances.
- Performs other duties as may be assigned by the supervisor. ie, Subbing in other classrooms besides the one you are assigned to, participating in committees, and saying the Apache Prayer when asked. (assemblies), etc.
- Willing to share knowledge on the Apache Culture, in lessons and presentations.
- Able and willing to dress traditionally for work days., Cultural events and participation

Key Relationships:

- Position report to the Cultural Director and Building Principal.
- Interacts with students and other teachers throughout the school day.
- Confers and interacts with parents on a regular basis.
- Interacts with school committees, community groups, and school administration when required.

Requirements:

- Minimum of a High School Diploma or GED. (preferred)
- Must participate in training to obtain a License for Native American Language Teachers certified by the state of New Mexico.
- Previous experience working with students is recommended.
- Must be able to lift 40lbs.
- Must demonstrate competency to work with people in different settings.
- Must have the ability to effectively communicate with people in the Apache Language as well as the English language.
- Must be computer literate.
- Must have reliable transportation.
- Must have good attendance and be on time.
- Must be able to pass a background check prior to employment.
- Will be required to pass a drug test upon employment, and then will be randomly selected.
- Must be able to follow all school policies and procedures.
- Provided basic counseling and guidance services to students in the classroom and is able to handle student discipline issues that may arise from time to time.
- Must be able to work outdoors in all weather conditions.
- Within the scope of Indian preference, all candidates will receive consideration without regard to race, color, sex, national origin, or other non-merit factors.

Term of employment:

- Determined by the grant.
- Salary as determined by the grant

Working Conditions:

- Work is determined by grant.
- Work could be stressful at times, depending on the number of students in the classroom.
- Will require long periods of standing.
- From time to time, we will require longer than normal work days due to the demands of the students and Cultural events taking place.

Applications will be accepted until Wednesday September 17, 2025.

- **ALL positions require background checks and clearance from any criminal charges prior to employment.**
- **Note: any felonious or any of two (2) or more misdemeanor convictions will disqualify applicant from employment.**
- **All positions require initial drug testing upon hire, then random monthly drug testing.**
- **Selection for employment will be based on the Mescalero Apache Tribal Ordinance 06-02.**

**Applications available at the MAS Administration or on our website: maschiefs.org
Applications can be returned by mail, fax to 575-464-0053 or emailed: lindsey.pellman@mescalero.org**