

# MESCALERO

--Apache--

# SCHOOL

P.O. Box 230, 249 White Mountain

Mescalero, New Mexico 88340

Phone: (575)464-4431 Fax (575) 464-4822



*"Mescalero Chiefs"*

Posted - 10/20/2022

## POSITION ANNOUNCEMENT

### 2 - Native American Language Grant Teacher Assistants

Temporary positions – employment ends May 18, 2023

#### Primary Functions:

Provides classroom assistance for Apache Language Teachers in kindergarten through 12th grades.

#### Responsibilities:

- Participate in instructional activities to help students understand their Mescalero Apache Language lessons.
- Work with Apache Language teachers to model fluent Apache language behavior.
- Work with small groups of students or with one student at a time on Apache Language skills.
- Apache Language teachers with clerical tasks such as taking attendance and recording grades.
- Assist Apache Language teachers 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 enough Apache Language reading and writing skills to assist our students.
- Will assist Apache Language Teachers to accomplish all their classroom related responsibilities.
- Will be required to attend classes with the Tribal Language Program.
- Act as teacher when Apache Language teacher is absent.
- Performs other duties as may be assigned by the supervisor.

#### Key Relationships:

- Position reports 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.

#### Minimum Qualifications:

- Minimum of a High School Diploma or GED is 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 demonstrate competency to work with people in different settings.
- Must have the ability to effectively communicate with people.
- Must be computer literate.
- Must have reliable transportation.
- Must be punctual.
- Must be able to pass a background check prior to employment

- Will be required to pass drug test upon employment, then randomly selected
- Must be able to follow all school policies and procedures
- 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:**

- **Temporary positions – ending 5/18/2023**
- Salary is determined by grant.

**Working Conditions:**

- Work is accomplished within a school environment
- 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, will require longer than normal workdays due to demands of the students.

***Applications will be accepted until 3:30pm on Thursday, November 3, 2022.***

- ***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](http://maschiefs.org)**

**Applications can be returned by mail, fax to 575-464-0053 or email:  
[HR@mescalero.org](mailto:HR@mescalero.org)**