



**CONTRACT POSITION: Curriculum Writer**

**INFORMATION**

Department:	Education
Location of Work:	Virtual
Application Deadline:	-Applications will be accepted and processed on a rolling basis.

**OVERVIEW OF TASK/WORK**

Sealaska Heritage Institute is seeking individuals to work collaboratively with SHI staff and cultural specialist to develop instructional units and for credit courses. Sealaska Heritage Institute is seeking curriculum writers in the following areas: Early Childhood, Elementary Literacy w/ Arts Integration, Work Readiness/Post Secondary planning, Dual Enrollment High School courses -Indigenous Science, Natural Resource Management and Teacher Preparation.

Contractors will need to work with SHI staff through Understanding by Design framework, grounded in cultural values and cultural understandings as the foundation. Contractor will need to include appropriate standards, learning and learning outcomes that are required to ensure alignment DEED, school district or University. In addition, contractors will need to outline and utilize engaging lessons utilizing best practices and instructional strategies.

**SCOPE OF WORK**

The contractor will need to provide Stage 1, 2 and 3 of Understanding by Design based on the schedule of deliverables provided by SHI.

Contractor shall provide a syllabus or unit overview for review.

Each stage of the development will need review by SHI staff and Cultural Specialist. SHI will provide set number of units and lessons to be include for each project individually.

Contractor will need to attend collaboration meetings for feedback, guidance and direction as needed.

**REQUIRED SKILLS**

- Excellent verbal, written, and interpersonal communication skills
- Experience with Understanding by Design
- Project dependent- the contractor will need knowledge with AK State Standards, University learning outcomes, school district curriculum framework
- Ability to work well on own initiative and within a team
- Proficient in computer applications, including word processors, virtual meeting spaces,

- and collaborative document creation
- Highly organized, self-motivated, and attentive to details
  - Knowledge of Alaska Native cultures and education programming

### **PROJECT/CONTRACTOR TIMELINE**

Each project varies

### **NECESSARY KNOWLEDGE & EXPERIENCE**

- Knowledge of Alaska Native culture and education
- Experience with curriculum design, instructional units, or credit bearing semester courses

**To Apply:** Submit an interest form at this link: [Contractor Interest Form](#)

For this contract position, please make sure to include the following information in your application: Estimated rate of services, Outline of Contractor's experience as it relates to this work

If you have any questions regarding this contract position, please contact Kristy Ford, Education Director- [kristy.ford@sealaska.com](mailto:kristy.ford@sealaska.com)

