



CONTRACT POSITION: Cultural Specialist/Instructor

INFORMATION

Department:	Education STEAM & Post Secondary
Location of Work:	Juneau
Application Deadline:	June 1st.

OVERVIEW OF TASK/WORK

Sealaska Heritage Institute (SHI) is seeking individuals to serve as In-School Cultural Specialists to support the co-development and implementation of Indigenous Science. The Day Camp Instructor is expected to work closely with the Day Camp Director, Summer Programs Coordinator, and MS STEAM Program Manager. The Day Camp Instructor is expected to teach a curriculum to Middle School students that enhances both their STEAM skills and cultural understanding. In addition, instructors are responsible for fostering a positive learning environment for youth ages 10-14 ensuring their safety, development, skill-achievement, and general well-being in the curriculum. Additionally, the Day Camp Instructor will have to complete required trainings, which include, but are not limited to: Restorative Practices, mandatory reporter training, and sexual abuse prevention training.

SCOPE OF WORK

Prior to camp start-

- Complete and pass a background check
- Become driver certified through SHI's driver certification program
- Complete all required trainings (can be done virtually)
- Engage in curriculum development and provide a supply list of what is needed to successfully teach the class.

During camp

- Lead culturally relevant curriculum for upwards of 12 students total
- Work with SHI staff and camp director to ensure execution of curriculum in a timely manner
- Engage in daily supervision of students, ages 10-14, to ensure student safety, development, skill-achievement, and general well-being during evening cultural activities
- Assist in hands-on, culturally relevant evening activities
- Maintain regular communication with SHI staff, the camp director, and the camp staff
- Create a fun and welcoming environment for all
- Accompany students on trips and outings
- Intervene in potential incidents when appropriate; follow reporting procedures and chain of command.

REQUIRED SKILLS

Lead culturally relevant curriculum for upwards of 12 students total

- Work with SHI staff and camp director to ensure execution of curriculum in a timely manner
- Engage in daily supervision of students, ages 10-14, to ensure student safety, development, skill-achievement, and general well-being during evening cultural activities
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PROJECT/CONTRACTOR TIMELINE

June 15-19th

NECESSARY KNOWLEDGE & EXPERIENCE

Competencies Needed:

- Knowledge of Southeast Alaska Native culture and Southeast Alaska Native communities
- Experience and interest in working with youth
- Demonstrated effective verbal, written, and interpersonal communication skills
- Previous experience working with youth
- Teaching experience, either certified or an equivalent

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: a written proposal that documents why you are qualified to do the work.

If you have any questions regarding this contract position, please contact Kellie Lynch, MS STEAM Manager- kellie.lynch@sealaskaheritage.com

Brian Koenig, MS STEAM Coordinator- brian.koenig@sealaskaheritage.com

