

# STONE CHILD COLLEGE

8294 Upper Box Elder Road, Box Elder, MT 59521 - (406)395-4875 - [www.stonechild.edu](http://www.stonechild.edu)

## OPEN POSITION

<b>Job Title:</b>	Addiction Studies Instructor
<b>Opens:</b>	May 17, 2021 – Open until filled
<b>Supervisor:</b>	Dean of Academics
<b>Classification:</b>	Full-time, one-year contract, renewable every year upon the availability of funds
<b>Salary:</b>	According to the SCC Salary Scale, depending on experience and education

Stone Child College is currently accepting applications for a full-time addiction studies faculty member. We are seeking an enthusiastic and dedicated educator who exhibits a high degree of professionalism, a strong commitment to the empowerment of students, and demonstrates the ability to motivate and educate in an engaging manner using culturally relevant pedagogy.

## ESSENTIAL DUTIES

Facilitate student learning, provide effective instruction, and perform evaluation of student learning for all assigned classes, using each course's learning outcomes as a guide. The basic instructional assignment is a fifteen credit load per semester for a 9- month academic year. Each semester's instructional load will be assigned by the instructor and the Dean of Academics. Specific teaching responsibilities include:

- Teach courses in the addiction studies degree program.
- Development of course curriculum, including research, syllabus development, course handouts, lectures, labs, and presentations.
- Participation in program level learning assessment through articulating learning outcomes, choosing and administering measures, evaluating student performance, and suggesting changes to improve student learning.
- Familiarity with current research and best practices for the addiction field.
- Work with other faculty and administration in developing program curriculum, standards and policies including reviewing and participating in textbook selection process where appropriate.
- Be available to students via email, phone, or personal conference.
- Assign grades and maintain course/student records in accordance with FERPA regulations and submit grades and records by established deadlines.
- Meet all course, program, and other scheduled responsibilities such as office hours and participation in department/college meetings.

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- Familiarity with Microsoft Office, including Outlook, Teams, etc., as online platforms are utilized for some courses.
- Maintain a safe teaching and workspace.

**OTHER DUTIES:** Student advising, on-campus office hours, professional development activities, peer reviews, committee assignments, attend departmental and college-wide events where appropriate or as required, other duties as assigned by the supervisor.

## REQUIREMENTS

Master's Degree in Human Services, Social Work or Psychology required. Licensed Addiction Counseling (LAC) preferred.

## HOW TO APPLY

Please submit a complete application consisting of the following documents, in either hard or electronic copies in Portable Document Format (PDF):

- Letter of Interest
- Current Resume
- Transcripts (may submit unofficial, but official transcripts will be required upon hire)
- Three Professional Letters of Reference with contact information
- SCC Application which can be found at [www.stonechild.edu](http://www.stonechild.edu)

Via email to Jessie Demontiney, Personnel Officer – [jdemontiney@stonechild.edu](mailto:jdemontiney@stonechild.edu). Only complete applications will be considered. All positions require pre-employment drug testing and criminal background check.

Stone Child College will give preference to qualified Chippewa Cree tribal members, American Indians, and Veterans.