

STONE CHILD COLLEGE

8294 Upper Box Elder Rd. Box Elder, MT, 59521 – (406) 395-4875 – www.stonechild.edu

EMPLOYMENT ANNOUNCEMENT:

Job Title:	AICF Environmental Stewardship Project Coordinator
Opens:	December 16, 2024 – open until filled
Supervisor:	Dean of Academics
Classification:	Part-Time (0.5 FTE), non-exempt
Salary:	According to SCC Salary Scale, depending on experience and education – Fringe Benefits

JOB SUMMARY:

The Project Coordinator will be responsible for the goals, activities, and expenditures of the grant. The primary focus of the grant is to gather data that will inform future practices to improve outcomes for the buffalo on the Rocky Boy’s reservation. Qualified candidates will be enthusiastic about guiding student interns, working with local elders to gather and share Traditional Ecological Knowledge, and collaborating with the Rocky Boy Buffalo Project. The grant will end June 30, 2026.

JOB DUTIES:

- Enhance academic programming and curriculum development for the Buffalo Land Management course by developing community workshop demonstrations and in-classroom demonstrations on soil health concepts and rainfall simulation.
- Participate in the Community of Practice (CoP) sessions, webinars, and convenings with the American Indian College Fund and other TCUs about environmental pedagogy, and student support and engagement.
- Collect and analyze ecological data that will inform future practices to improve outcomes for the buffalo.
- Organize site visits to Blackfeet Community College, Salish Kootenai College, Fort Peck Community College, and Aaniiih Nakoda College who are all participants in the Buffalo Range Next Gen Partnership Project.
- Serve as the lead instructor for NR 180 Buffalo Land Management class.
- Incorporate tribal elder knowledge of caring for the land and buffalo into the Buffalo Land Management course.
- Support student interns in the Natural Resources degree program by providing support that reflects community and cultural values, and guiding fieldwork for data collection.
- Utilize the internship experience as a tool to recruit students to the Natural Resources program and encourage graduates of the program to pursue further education in the Natural Resources field to support conservation efforts on tribal lands.
- Create presentations and lectures, outreach materials, fliers and informational packets for community and high school presentations.
- Collaborate with project development team, Stone Child College, Box Elder Schools, Rocky Boy Schools and the Rocky Boy Buffalo Project to collect data and develop and share findings that will further the interests of the college and the community.
- Work with the Project Administrator to develop and implement a comprehensive communication plan to promote the grant’s activities and outcomes. Represent the grant program in meetings, conferences, and public events.
- Collaborate with the project development team and the Rocky Boy Buffalo Project to develop resources, workshops, or training sessions related to Environmental and Natural Science degree Program’s at Stone Child College.
- Complete monthly reports, grant reports, and meet all grant reporting deadlines.

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KNOWLEDGE, SKILLS, AND ABILITIES:

- Bachelors's degree in Environmental Science, Natural Resources or related field preferred. Associate degree required.
- Proven ability to work collaboratively in a team environment.
- Strong organizational and time management skills to handle multiple tasks and deadlines.
- Understanding of Native American cultures, traditions, and challenges faced by Native American students in accessing quality education.
- Excellent interpersonal and communication skills to build positive relationships with students, faculty, and staff.
- Knowledge of the Rocky Boy Indian Community including its geography, population groups, educational needs, and cultural differences.
- Demonstrated ability to use Microsoft Office Suite.
- Flexibility and adaptability to meet the evolving needs of environmental technologies and innovations.

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 or CV
- Transcripts (unofficial may be used at time of application, but official will be required upon hiring)
- Three (3) professional letters of reference with contact information (current – one year or less)
- SCC application (<https://www.stonechild.edu/employment/>)

Via email to: Jessie Demontiney, Human Resources Director - jdemontiney@stonechild.edu. Only complete applications will be considered. All positions require pre-employment drug testing and criminal background check.

SCC will give preference in hiring to qualified Chippewa Cree tribal members, American Indians, and Veterans.