*PERSONNEL*

CHEYENNE & ARAPAHO TRIBES

P.O. Box 167
Concho, OK 73022
(405) 422-7498
FAX (405) 422-8222

*****Vacancy Announcement*****

**Position:** Cheyenne Junior Apprentice
**Department:** Language
**Location for Cheyenne Junior Apprentice:** Cheyenne and Arapaho service area, including Clinton, Concho, El Reno, Geary, Grace Mont, Hammon, Seiling, Weatherford

**Issue Date:** October 17, 2016 **Until Filled**

**Summary:** The Junior Apprentice will work fulltime in the Communicating Together, Speaking Bravely project, a 3-year project developed by the Language Program and funded by ANA. The goal of the project is to create functionally fluent speakers and to create a positive cultural environment for language learning to occur. Junior Apprentices must demonstrate a commitment to learning the Cheyenne language in his/her personal life as well as professional life and must be able to serve as a role model for other language learners. Full-time position for 3 years only while being funded by grant. No guarantees for permanent position.

**Description of Duties:**

- Speak only Cheyenne during allotted immersion session, no English.
- Attend all immersion sessions on time and prepared to learn; 4-hrs per day, 5days a week.
- Take notes and record the immersion sessions on a rotating basis with other Junior Apprentices.
- Study independently approximately 10 hours per week.
- Maintain Cheyenne only language during car travel for project activities.
- Research and maintain Cheyenne language archive for all Apprentice's use.
- Attend a 5-day immersion session in Montana

**Qualifications Required:**

- Experience learning Cheyenne, Arapaho, or another foreign language.
- Experience teaching or leading a group of people.
- Ability to use language related technology, such as recording devices, video conferencing tools, and electronic dictionaries.
- Ability to track data and monitor progress using simple spreadsheets.

- Ability to work on a flexible schedule according to the availability of Master Speakers.
- Ability to work with children, adult learners, and elders.
- Excellent communication and interpersonal skills.
- Must be able to pass a background check.
- Must have valid driver's license
- Must have clean driving record

**SALARY:** Negotiable, depending on qualifications and experience.

**APPLICATION PROCEDURE**: Submit Tribal Application, Resume, Transcripts, Diploma, Certifications, License and CDIB to:

Cheyenne-Arapaho Tribes of Oklahoma
**Personnel Department**
P.O. Box 167
Concho, OK 73022
Or e-mail: atisdale@c-a-tribes.org
*Office (405) 422-7498*
*Fax (405) 422-8222*
*Toll Free 1 (800) 247-4612 ext. 27498*

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