



Fort Peck Community College  
 PO Box 398  
 605 Indian Ave  
 Poplar, MT 59255  
 406-768-6300

<b>Job Title:</b>	Chante Project Director	<b>Position Type:</b>	Full Time
<b>Location</b>	Poplar	<b>Date Closing:</b>	Until Filled
<b>Fax or E-mail resume to:</b> (406) 768-6301 or <a href="mailto:ksears@fpcc.edu">ksears@fpcc.edu</a>	<b>Mail:</b> Kylee Sears, HR Manager Fort Peck Community College P.O. Box 398 Poplar, Montana 59255 406-768-6315	Submit the following for employment: <ol style="list-style-type: none"> <li>1. Letter of Interest</li> <li>2. FPCC Application</li> <li>3. Resume'</li> <li>4. College Transcripts</li> <li>5. 3 Letters of Reference</li> </ol>	

**Job Description**

**Job Overview**

This position will be responsible for carrying out the goals and objectives of the Chante' Demonstration Project as outlined in the grant application. This position will be responsible for overseeing project staff, collaborating with the four school district's Superintendents and staff across the Fort Peck Indian Reservation identified in the application, and providing overall direction and guidance to the project staff that are within the four districts school systems. The Project Director will report to the VP of Special Programs.

**Responsibilities**

- Primary responsibility for carrying out the goals, objectives and activities identified within the grant application.
- Provide direct supervision over the 4 School Engagement Coordinators.
- Track project data, complete annual federal reporting, and coordinating efforts with the external project evaluator to ensure diverse community voices, including those of parent and students.
- Provide outreach services to other colleges and universities in Montana to establish working relationships as well as the arranging of campus visits to provide local students the opportunities to become familiar with campus environments at larger educational institutions.

**Skills/Qualifications**

- Ability to communicate effectively orally and written is required.
- Strong organizational skills, team-building skills, and the ability to work as part of a team.
- Knowledge of or experience with teaching/working with Native American students.

**Educational Requirements**

- Must have a minimum of a Bachelor's Degree; Master's Degree is preferred.
- Previous Teaching experience and/or work in the Education field is preferred, with a minimum of 5 years of experience.
- State of Montana Teaching certification is preferred.

~All new applicants are subject to a Pre-Employment Drug Screening & Background Check~