Campus Minister/Spiritual Formation Teacher

Position: **Spiritual Formation Teachers for 2021-2022 School year**
Department: RCHS & RCES
Supervisor: Building Principal
Status: Full-Time
Classification: Exempt
Prepared by: Superintendent

Mission

The mission of Red Cloud Indian School, Inc. (RCIS), a Catholic institution administered by the Jesuits and the Lakota people, is to develop and grow as a vibrant Church, through an education of the mind and spirit that promotes the values of the Lakota culture. RCIS includes two elementary schools, a high school, The Heritage Center, and ten churches on Pine Ridge Indian Reservation in SW South Dakota. By integrating both Lakota culture and heritage with spiritual beliefs and practices from the Lakota and Catholic traditions, RCIS aims to educate both the mind and the heart of its students, parishioners, and staff, creating leaders of tomorrow with competence, conscience, and compassion.

Position Summary:
The Spiritual Formation Teacher will assist students by teaching spiritual life choices, provide individual support and work collaboratively with classroom faculty on activities and lessons as needed.

I. DUTIES AND RESPONSIBILITIES - (High School position only)

1. Coordinate Red Cloud High School service program including student service hours and blood drive
2. Facilitate school wide prayer opportunities including mass, inipi, and morning prayer
3. Oversee the retreat program with the lead on two senior retreats and support for 9-11 retreats
4. Teach 2-3 sections of senior spiritual formation course
5. Support students with spiritual formation and pastoral care
6. Assist and supervise in all afterschool activities and events
7. Prefect halls and campus as a monitor for Breakfast/Lunch Sessions
8. Follow the school's handbook policies and create a classroom management plan that supports those policies
9. Communicate effectively with parents regarding student progress
10. Maintain professional ethics and standards of practice

II. DUTIES AND RESPONSIBILITIES - (Elementary School position only)

1. Coordinate Red Cloud Elementary School service program including student service hours and blood drive
2. Facilitate school wide prayer opportunities including mass, inipi, and morning prayer
3. Oversee the retreat program with the lead on retreats and sufficient support for 8th grade retreats
4. Teach 2-3 sections of spiritual formation courses
5. Support students with spiritual formation and pastoral care
6. Assist and supervise in all afterschool activities and events
7. Prefect halls and campus as a monitor for Breakfast/Lunch Sessions
8. Follow the school's handbook policies and create a classroom management plan that supports those policies
9. Communicate effectively with parents regarding student progress
10. Maintain professional ethics and standards of practice

Red Cloud Indian School, Inc.
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II. OTHER DUTIES AND RESPONSIBILITIES - (Both Positions)

11. Attend all in-services and staff meetings
12. Partner with campuswide Spiritual Formation Teachers
13. Complete all student record keeping responsibilities using the Infinite Campus system: for grading, assessments and behavior
14. Assist with extra-curricular activities, such as parent meetings, mini-courses, special courses, and other student activities
15. Advance notice should be given to the principal of upcoming absences due to attendance at PD conferences, seminars, workshops or networking with outside agencies. Leave will not be granted for Blackout days.
16. Perform other duties as assigned by the principal.

III. QUALIFICATIONS: (Both Positions)

A. Education and Experience

- AA Degree with emphasis in Education - preferred
- Demonstrate experience with Lakota Language, familiar with both the Church and Lakota Culture with negotiation between students/parents/faculty

B. Physical Requirements:

- Must be able to lift 50 lbs
- Must be able to climb stairs

Closing Date: Open Until Filled - (2) Campus Minister/Spiritual Formation Teachers for 2021-2022 School year

Starting Base Salary Range: $ 33,500 – $ 39,600/ DOE

To Apply

Email or Submit; Letter of Intent or cover letter, resume and Certified Teaching Application with any supporting documents to:

Lisa Swallow, *Director of Human Resources*
Red Cloud Indian School
100 Mission Drive
Pine Ridge, South Dakota 57770
lisaswallow@redcloudschool.org