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## Nebraska Indian Community College

The Office of Human Resources

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# VACANCY ANNOUNCEMENT

NOTICE: This announcement is not a complete job description. For a complete job description contact HR.

**POSTION TITLE: CDL Instructor (*full-time, exempt, salaried position*)**

**PRIMARY WORK LOCATION: Santee Campus, Macy Campus**

**STARTING WAGE: \$45,000-50,000 + Benefits**

**CLOSING DATE: UNTIL FILLED**

**ABOUT THE COLLEGE:** *“The Nebraska Indian Community College provides quality higher education and lifelong educational opportunities for Umo<sup>o</sup>ho<sup>o</sup> (Omaha) Isanti (Santee Dakota) and all learners.”* Nebraska Indian Community College is envisioned as a comprehensive Tribal College which values service through high quality education. Institutional programs value and cultivate the creative and productive talents of learners, faculty, and staff, and seek ways to contribute to the self-sufficiency of the Nations served, the wellbeing of our communities, and the quality of life and development of its learners, faculty, and service areas.

### QUALIFICATIONS:

- Must possess a CDL, class A, B or C commercial vehicles for the transportation of people or goods
- Must be at least 21 years of age
- Must have a high school diploma or equivalent education.
- Must have an operator's license at least one level above the standard to be taught
- No suspensions or revocations on his or her driving record within the last 6 years
- No convictions for DWI or related alcohol or drug offense in connection to a motor vehicle

### KNOWLEDGE, SKILLS, COMPETENCIES, and ABILITIES:

*Preferred candidates will have proven success in the following:*

- **Wage-Earning Experience Requirement**
  - **Complete four years (8,000 clock hours) of satisfactory and reasonably continuous work experience in the occupational area;**
  - **OR Bachelor’s Degree. – Hold a bachelor’s degree AND complete two years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the occupational area;**
- **OR Associate Degree. – Hold an Associate Degree in an area related to the specialization AND complete two (2) years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the occupational area. (Completion of a full year of training from an approved education program in the specialization may count toward a half year of the work experience requirements. Relevant teaching experience may count as equal to work experience requirements.)**
- Minimum of two (2) years of instructional experience, preferably in a tribal or community college setting
- Experience instructing students from minority backgrounds, using technology in the classroom and/or for distance learning, and traditional/nontraditional methods of instruction
- Candidate should have a high degree of self-direction and motivation, strong interpersonal, written, and oral communication skills. Qualified applicants must be able to perform the essential functions of this position with or without reasonable accommodation.

**SUMMARY OF DUTIES AND RESPONSIBILITIES:** The instructor is responsible for delivering a comprehensive instructional program of study correlated to the Nebraska/Iowa DMV approved concentration of CDL Driving. The instructor is responsible for designing instruction to teach and reinforce the skills related to Commercial driving theory and directly supervising students in the classroom, parking lot and on-the-road setting. The instructor is responsible for the equipment, curriculum, and safety as related to the Commercial Driving program. The instructor is responsible for completing and maintaining all documentation required by the Federal Motor Carrier Safety Administration (FMCSA) under Entry Level Driver Training (ELDT) Regulations. Additionally, the instructor is responsible for developing and maintaining all required documentation to meet the Council on Occupational Education

(COE) accreditation standards. The instructor is responsible for complying with federal, state and local laws, policies and procedures for Career and Technical Education CDL Driving program and certifications.

**SPECIAL INSTRUCTIONS TO APPLICANTS:** Nebraska Indian Community College gives preference to eligible and qualified applicants in accordance with the Indian preference in the employment act and veterans' preference. In the absence of qualified Indian applicants, consideration will be given to applicants without regard to race, religion, sex, national origin, age, sexual orientation, gender, veteran status, the presence of non-related medical condition or handicap, or other legally protected status. NICC is an Equal Opportunity Employer.

**HOW TO APPLY:** You can visit us on the web at <http://www.thenicc.edu>. Applications are also available at any of our three campuses. **FACULTY:** Include the following: (1) a letter of intent outlining how you are qualified for the position based upon the qualifications and responsibilities, (2) a resume/CV, (3) a copy of official graduate level transcripts, and (4) an NICC Application. Please send your application materials to Human Resources Director, Anthony Warrior ([SanAWarrior@thenicc.edu](mailto:SanAWarrior@thenicc.edu)).

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111 Hwy 75  
Macy, NE 68039  
Phone: 402-837-4183

**Santee Campus**  
North River Road  
Niobrara, NE 68760  
Phone: 402-494-2311

**South Sioux City Campus**  
2605 ½ Dakota Ave.  
South Sioux City, NE 68776  
Phone: 402-494-2311