



NEBRASKA INDIAN COMMUNITY COLLEGE

Vacancy Announcement

POSITION TITLE: Extension Radio Coordinator (*Full-time, hourly, non-exempt position*)

PRIMARY WORK LOCATION: Santee Campus

SUPERVISOR: Workforce Development Director

CLOSING DATE: Until filled

STARTING SALARY: \$35,000

ABOUT THE COLLEGE: “*The Nebraska Indian Community College provides quality higher education and lifelong educational opportunities for Umo’ho’ (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.

JOB DESCRIPTION:

The **Extension Radio Coordinator** will be responsible for providing community communication with the Santee and surrounding communities by creating educational programs based upon culture, Health, identity, and preservation of tribal customs that can be utilized on the college radio and social media platforms.

Essential Job Responsibilities

- Provides daily programming on KZYK radio to provide listeners with pertinent information such as upcoming events, programs, courses, weather, PSA’s, etc.
- Work closely with Extension Coordinators to learn community needs and use the information to develop creative programming utilizing guest interviews, educational programs, etc.
- Ability to identify and work with outside vendors, community agencies, tribal members, etc. to create and offer creative programming for the communities we serve.
- Promote cultural and language preservation through KZYK.
- Develop and provide programs that increase tribal community knowledge and engagement.
- Have a basic understanding of how the station operates and the equipment used to determine the necessary and appropriate add-on services needed.
- Ability to speak clearly and completely in a radio setting.
- Attend all scheduled and assigned meetings.
- Completes all duties as assigned.
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Minimum Qualifications

- Associates Degree preferred

Preferred Requirements

- High level of ability to communicate with members of the tribal community for which they are representing.
- Cultural competence in serving the indigenous community they are assigned.
- Creative in their approach to program development.
- Ability to plan, organize and implement a variety of programming projects.
- Ability to develop programming based upon the needs of the community they represent.
- Flexible with proven ability to conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.
- Proficiency in Office 365 tools
- Cultural competence in serving the Omaha and Santee people.

SPECIAL INSTRUCTIONS TO APPLICANTS: Nebraska Indian Community College gives preference to eligible and qualified applicants in accordance with the Indian preference in employment act and veterans' preference. In the absence of qualified Indian applicants, consideration will be given to applicants without regards to race, color, creed, religion, sex, national origin, age, marital status, or 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. 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) transcripts, and (4) an NICC Application. Please send your application materials to: Anthony Warrior at SanAWarrior@thenicc.edu.

Macy Campus
1111 Hwy 75
Macy, NE 68039
Phone: 402-837-4183

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

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