



# CIRCLE OF LIFE ACADEMY

35223 Mission Road  
PO Box 447  
White Earth, MN 56591  
P:(218) 983-4180 F:(218) 983-3767



"Our Circle of Life Academy is immersed in Anishinaabe Mino-Bimaadiziwin for our children and community while providing the highest quality of education"

## Job Announcement

**Position:** COLA Director of Ojibwe Culture & Language

**Open:** 04-23-2026

**Location:** W.E. Circle of Life Academy

**Close:** Until Filled

**Pay:** \$41.57 per hour

**Benefits:** Full

**Status:** Full Time

Circle of Life Academy is currently seeking a qualified applicant who will be a key member of the Circle of Life Academy Administrative Team, dedicated to enhancing the effectiveness of educational programs through the integration of Indigenous knowledge, language, and cultural perspectives. This role provides guidance and support to the elementary, secondary, elective, and cultural teaching teams to ensure culturally grounded and holistic learning experiences.

### Outcomes:

- Supports the language and culture teachers and staff in achieving strategic and operational objectives.
- Ensures that Ojibwe language and culture is infused into all classrooms and learning environments.
- Implement departmental and organizational policies and procedures.
- Works to develop and implement the culture and language operational plan, ensuring alignment with department and organization-wide strategic directives.
- Oversees and manages the day-to-day operations of the language and culture program.
- Ensures effective and efficient delivery of services in alignment with policies and procedures, relevant legislation, and professional standards.
- Liaise with other tribal departments, community groups, organizations, and relevant stakeholders regarding language and culture programming.
- Oversees the development and implementation of Ojibwe language and culture curriculum within the K-12 education system.
- Assists with the Eminence Credentialing process for Ojibwe language and culture teachers.
- Develops program and organizational policies and procedures related to language and culture.
- Directs program staff in maintaining appropriate fiscal controls to ensure operations are within the scope of the annual budget.
- Supports the allocation of funds and forecasting.
- Ensures program activities are in compliance with policies, procedures, and legal standards.
- Serves in Administrative capacity in the absence of the K-12 Principal.
- Builds the capacity of program staff by implementing processes for orientation, training, and performance appraisal.
- Serves as a role model and mentor regarding the organization's values and leadership principles.
- Collaborates with Elders, Knowledge Keepers, and language speakers to document and pass on language and traditional knowledge
- Plans and organizes cultural events, workshops, and land-based education and practices, such as seasonal camps.
- Promotes language and cultural learning opportunities within the community.
- Assists with the development of promotional materials and marketing initiatives.

### Knowledge, Skills & Abilities:

- Strong knowledge of Indigenous history with formalized education systems, residential schools, and on-going inter-generational effects specific to education, social programming, and White Earth Nation's history, cultural practices, and values
- Ability to communicate in the Ojibwe Language (fluency not required)
- Knowledge of current issues facing Indigenous communities, including cultural preservation, land rights, language revitalization and best practices, as well as pedagogical approaches and legislative movements.



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- Knowledge of Bureau of Indian Education (BIE) Education Standards and Minnesota K-12 Academic Standards and how they apply to curriculum development and lesson planning.
- Ability to provide leadership and ongoing support for staff performance and development.
- Strong proficiency using Google (email, Docs, Sheets, etc.), Microsoft Office (Word, Excel, PowerPoint), and basic office equipment.
- Strong analytical, problem-solving, and decision-making skills.
- Strong organizational and time management skills with attention to detail.
- Strong leadership skills with the ability to lead projects and work with diverse individuals to identify issues, design solutions, and evaluate results.
- Strong people leadership skills, including experience with building and leading high-performing teams and mediating conflicts.

#### Qualifications include:

- Bachelor’s degree in Education, Indigenous Studies, or a related field or Eminence Credential in Ojibwe Language, History, and Culture (all 3 areas required)
- Valid Minnesota Teaching License
- At least two (2) years experience teaching Ojibwe language, history, and culture in an educational setting
- Must be able to pass a criminal background check and drug screening
- Must hold a valid drivers license and insurance for travel

Send applications to: **Circle of Life Academy**  
**Attn: Human Resources**  
**P.O. Box 447**  
**White Earth, MN 56591**

Download applications at: [cola.bie.edu](http://cola.bie.edu)  
[www.whiteearth.com/](http://www.whiteearth.com/)