



Department Superintendent Office
Supervisor: Superintendent
Status: Full Time & Half Time
Classification: Exempt

MISSION

The mission of Mahpiya , 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.

Mahpiya Luta includes two elementary schools, a middle school, a high school, early childhood learning center, The Heritage Center, the Food Sovereignty Program, and ten churches on Pine Ridge Indian Reservation in southwestern 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.

Summary of Service

RCIS provides a professional opportunity for members to serve in the school's mission to educate Pine Ridge Indian Reservation youth, ultimately working to set up students for post-secondary success.

I. Job Duties And Responsibilities for Full-Time and Half-Time Members

A. Members will serve as Academic Mentors, Librarian Assistants, and/or

Substitute Teachers:

- Monitoring & Supervision of Students
- Assist Students
- Maintain Positive Learning
- Assist Lead Instructor in Implementing Curriculum & Intervention Strategies in the Classroom Environment
- Developing, Producing, & Organizing Ancillary Learning Materials & Learning Facility Materials • Assisting in Implementing Classroom Management Strategies, Cultural Literacy Activities, & Instructing
- Attend Professional Development, Training Opportunities, & Staff &/ Supervisorial Meetings • Assist in the Daily Operation of the Library
- As needed, Instruct Students in Supplementary Literacy & Library Skills
- Adhere to Substitute Lesson Plans as well as RCIS & School-specific Policies & Procedures



- Report & Document Accident & Behavior Issues Promptly & Appropriately to their Supervisor(s) or Supervisor-designee or the Assistant Principal.
- Facilitate & support after school programs
- **Members report promptly by 7:30 AM, daily.**

B. Service Areas

- Children/Youth
- Tribal
- Education

Position Specifications:

A. Terms

- Reliable transportation recommended

B. Program Benefits

- Living Allowance - \$1,000 biweekly
- Education Award, Upon Successful Completion of Service - \$4,500
- Childcare Assistance if Eligible
- Training (On-boarding & On-going)

C. Service Area

- Children/Youth
- Tribal
- Education

D. Minimum Requirements & Skills

- High School Diploma/GED
- Must be at least 18 years of age & a Citizen or Legal Resident of the United States • Fluent in English (spoken & written), with preference for Lakota Language Skills (not required) • Other Skills include: Communication, Education, Leadership, Team Work, Conflict Resolution, Youth Development, Teaching/Tutoring, General Skills
- Available 4 days-a-week (mainly scheduled Monday-Friday), 7:30 AM – 5:00 PM; plus evenings and occasional weekends
- **Program Dates: August 1st, 2025, through June 30, 2026**

AmeriCorps Signature _____ Date _____