



## *Lakĥóta Language Book Production/Multimedia Intern*

**Department:** Lakota Language Grant  
**Supervisor:** Lakota Language Center Director  
**Status:** Temporary / see position timeline  
**Classification:** Exempt

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### **MISSION**

*Maĥpiya Luta embraces Lakĥota and Jesuit Catholic values and teachings to grow as a community through education, spiritual formation, Lakĥota language, art, and culture.*

*RCS includes two elementary schools, a high school, The Heritage Center, and six 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, RCS 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:**

Lakĥóta Language Multimedia Interns at Red Cloud School focus on book production and creation for K-8 students in the Lakĥóta language. They assist the Lakota Language Center Director of the Lakĥóta Language Literacy Curriculum and the Education Department Staff in developing a multimedia curriculum that teaches Native American history, culture, language, and traditions entirely in Lakĥóta. Interns play a key role in writing, designing, and producing books, ensuring they align with language revitalization efforts. Additional responsibilities include data entry and integrating interactive elements, such as games, to enhance language learning through immersive experiences.

### **I. RESPONSIBILITIES AND DUTIES:**

1. To support in creating and editing graphics and other visual content that tell stories in a visual and compelling way.
2. To support in sourcing, shooting and editing original photos and video content material for internal and external use.
3. Organize photo/video/audio using the existing filing system and ensure backup of all multimedia assets.
4. Assist with website updates for unyáwapi kte, in accordance with Red Cloud Indian School Policies and Procedures.
5. Attending all applicable staff training sessions and meetings.
6. Input digital curriculum into existing software.
7. Other duties, as assigned.

### **II. POSITION QUALIFICATION AND SKILLS:**

- Applicants must be at least 18 years old and have reliable transportation.
- Willingness to learn about Native American Culture, Language and Traditions.
- Strong interpersonal skills.
- Ability to collaborate as part of a team.

- Reliable, Responsible, and Flexible.
- Must be willing to submit to a background check, if over the age 18, and take the Youth Safe Environment training.

**POSITION TIMELINE REQUIREMENTS:**

- Approx 12 weeks @ 30 hours a week
- \$14 an hour

**Certification:** I have read and understand the preceding job duties, specifications, requirements, and accountabilities, and agree to execute the same in a manner that promotes equality of opportunity, dignity and due respect for all, consistent with the Mission of the Red Cloud Indian School, Inc.

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Employee Signature

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Date