



WHITE EARTH TRIBAL & COMMUNITY COLLEGE

GAAWAABAABIGANIKAAAG GABEGIKENDAASOWIGAMIG

Ojibwe Language Mentor

Position Description

The Ojibwe Language Mentor serves as a peer leader within the Ojibwe Language Internship program which is a grant-funded position that supports the College's efforts to revitalize Anishinaabemowin. Working closely with language speakers, elders, and cultural mentors, the mentor helps coordinate internship activities while fostering a welcoming, encouraging environment for language learning. The mentor provides guidance and support to fellow interns, assists with organizing language programming, and models a commitment to lifelong language learning.

Duties & Responsibilities

- Serve as a peer mentor for two Ojibwe Language Interns by providing encouragement, guidance, and support throughout the internship.
- Help orient new interns to internship expectations, language learning activities, and project goals.
- Assist with creating and maintaining bilingual Ojibwe-English campus signage that promotes everyday language use.
- Support the development of educational materials such as phrase guides, vocabulary resources, conversation prompts, and micro-lessons.
- Coordinate intern contributions to language research projects focusing on grammar, vocabulary, dialects, pronunciation, and historical language use.
- Assist with documenting internship activities, language resources, and community engagement efforts.
- Help prepare reports, reflections, and project summaries that demonstrate internship outcomes and grant objectives.
- Assist faculty and staff in coordinating weekly Ojibwe language tables on campus and in community settings.
- Help organize schedules, materials, and logistics for language learning events and immersion activities.

- Support communication between interns, faculty, language speakers, elders, and community partners.
- Assist in tracking participation, attendance, and internship activities for grant reporting purposes.
- Perform other duties related to language revitalization as assigned.

Work Schedule: This is a **10-hour-per-week mentorship** with a flexible schedule determined in collaboration with the interns. Hours are typically completed during WETCC's regular business hours (**Monday–Friday, 8:00 a.m.–4:30 p.m.**). Occasional evening or weekend activities may be required to support community events or program initiatives. This position is based on-site at the WETCC campus in Mahanomen, Minnesota, with occasional travel as needed.

Advertised Salary: \$39.00/hour; non-exempt temporary 9-month position ending May 2027

Knowledge, Skills, & Abilities

- Knowledge of or demonstrated commitment to Anishinaabemowin language revitalization and preservation.
- Strong leadership, mentoring, and interpersonal skills.
- Excellent verbal and written communication skills.
- Strong organizational, planning, and time management skills.
- Ability to coordinate multiple activities and prioritize responsibilities.
- Proficient in Microsoft Office Suite (Word, Outlook, PowerPoint).
- Ability to mentor and encourage fellow interns in a respectful, supportive manner.
- Ability to organize and facilitate Ojibwe language tables and immersion activities.
- Ability to communicate effectively with individuals from diverse backgrounds and varying levels of language proficiency.
- A combination of education and experience may be considered

Certificates, Licenses, & Registrations

- Valid driver's license and insurance to travel as needed.

Minimum Qualifications

To perform this job successfully, an individual must be able to perform the essential duties and responsibilities listed above. The qualifications listed below represent the required education, experience, knowledge, skills, and abilities.

- Demonstrated commitment to learning, preserving, and promoting Anishinaabemowin.
- Previous participation in language tables, immersion experiences, cultural programming, or similar language revitalization activities.

- Demonstrated leadership experience through employment, volunteer service, student organizations, athletics, clubs, or community involvement.
- Ability to maintain a consistent internship schedule and attend required meetings, trainings, and community events.
- Reliable transportation for participation in community-based activities is preferred.

Preferred Qualifications

- Completion of college-level coursework or documented training in Ojibwe language, Indigenous language revitalization, linguistics, language education, education, or a related field.
- Intermediate or higher proficiency in Anishinaabemowin.
- Experience facilitating educational workshops, tutoring, mentoring, or leading small groups.
- Experience planning events or coordinating volunteers.
- Knowledge of Ojibwe linguistics, language documentation, or curriculum development.
- Experience creating educational materials, bilingual resources, or digital learning tools.
- Experience working with youth, community organizations, or Tribal programs.
- Familiarity with grant-funded programs, data collection, or program evaluation.
- A combination of education and experience may be considered

Applicant Materials Required

Cover letter, resume, one professional reference letter, completed WETCC application, and background check consent form. The application and consent form can be found at www.wetcc.edu.

About WETCC

Established as a not-for-profit tribally controlled educational institution of higher learning, the first Charter was approved on February 5, 1998, "...to provide adult education and post-secondary educational services to enrolled members of the White Earth Reservation and to other eligible Indians and non-Indian residents of the area..."

Initial Candidacy for Accreditation by The Higher Learning Commission was granted on October 14, 2004, with full accreditation granted on October 8, 2008.

Purpose Statements

- The college will present learning as a life-long process of discovery of knowledge embedded in the intellectual disciplines and the traditions of the Anishinaabe people.
- The college will support the self-determination of the Anishinaabe people through the preservation and promotion of their history, culture, and language.

- The college will seek to address the social, political, and economic needs of the White Earth Reservation through programs that encourage service to the community.
- The college will promote a philosophy based on the seven teachings of the Anishinaabe.

Mission

White Earth Tribal and Community College is an institution of higher learning dedicated to academic excellence grounded in Anishinaabe culture, values, and traditions.

Vision

Gaa-miinigoowizid Anishinaabe Gibimiwidoomin niigaanakeyaa – “We all are carrying into the future the way the Anishinaabeg was gifted.”

Equal Employment Opportunity Employer

The White Earth Tribal & Community College in accordance with Federal law and U.S. Department of Agriculture policy, this institute is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal.

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