Associate Vice President – Wokini Initiative  
Office of Academic Affairs  
South Dakota State University

South Dakota State University is offering an exciting career opportunity as the Associate Vice President for the Wokini Initiative. We are looking for a dynamic professional to provide vision, leadership, coordination, and direction for the Wokini Initiative offering programming and support to the citizens of South Dakota’s nine tribal nations in pursuit of higher education. This individual must have impeccable integrity with the utmost level of professionalism and discretion. This is a 12 month, full-time, benefit eligible position. This position is supervised by the Provost and Vice President for Academic Affairs.

South Dakota State University promotes access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant mission of access.

RESPONSIBILITIES:

- Provide overall leadership to the Wokini Initiative office and its’ operations;
- Coordinate and collaborate with faculty and academic staff to develop outreach opportunities and to infuse Native American culture into curriculum as appropriate;
- Collaborate with Student Affairs and the American Indian Student Center on student recruitment and retention, tribal relations supporting student life, and student programming;
- Form and cultivate partnerships and be a visible leader across the University;
- Develop reports and planning documents to ensure high quality services;
- Lead, manage and coordinate all operations of the Wokini Initiative to include personnel, budget and finances;
- Collaborate with the SDSU Foundation to develop fundraising plans and opportunities for the Wokini Initiative;
- Provide leadership to the Wokini Council and other related external and internal groups;
- In cooperation with University leadership, lead the development of marketing and external relations plans to ensure success for Wokini initiatives, projects and programs; and
- Serve on committees, councils and related internal and external affiliations.

MINIMUM QUALIFICATIONS:

- A terminal degree (ex: Ph.D., Ed.D., J.D.) completed by date of application;
- Five (5) years experience serving and/or working with Native Americans or indigenous people;
- Demonstrated skill to collaborate across disciplines and units;
• Ability to work with and communicate effectively with diverse audiences;
• Excellent oral and written communication skills;
• Demonstrated analytical skills;
• Demonstrated organizational and leadership/management skills;
• Strong interpersonal skills;
• Demonstrated ability to plan, develop, implement, and evaluate materials and direct effective programs; and
• Valid driver’s license, or ability to obtain one within 30 days of hire, and willingness to travel.

PREFERRED QUALIFICATIONS:
• At least two (2) years of experience successfully implementing and leading Native American programming and/or services;
• Successful grant writing experience;
• Previous fundraising experience;
• Demonstrated experience supervising staff; and
• Demonstrated budget management experience.

SALARY: Commensurate with qualifications.

BENEFITS:
South Dakota State University offers a wide range of benefits including medical, dental, and flexible benefits, retirement plans, compensation packages, paid holidays, and vacation leave. Employees also have access to internal and state-sponsored training as well as reduced tuition for state-supported courses at all State of South Dakota academic institutions.

UNIVERSITY AND THE BROOKINGS COMMUNITY:
South Dakota State University is the state’s largest, most comprehensive university with more than 200 programs and an enrollment of approximately 12,000 students.

SDSU offers a rich academic experience in an environment of inclusion and access through inspired, student-centered education, creative activities and research, innovation and engagement that improve the quality of life in South Dakota, the region, the nation, and the world. Its employees embrace the university’s core values of being people-centered, expanding knowledge through creativity, embracing organizational and personal integrity, commitment to diversity, and excellence through continuous improvement.

As the state’s 1862 Morrill Act land-grant institution, the work of the university is carried out on its main resident campus in Brookings, at sites in Sioux Falls, Pierre, Rapid City, and Aberdeen, and through Extension offices and Agricultural Experiment Station research sites across South Dakota.
SDSU was recognized as one of 54 institutions in the United States as an Innovation and Economic Prosperity University by the Association of Public and Land-Grant Universities in 2014. The university’s total research expenditures are greater than $60 million. SDSU is the state’s first High Research Activity institution as classified by the Carnegie Foundation for the Advancement of Teaching.

Jackrabbits Athletics competes as an NCAA Division I member with membership in the Missouri Valley Football Conference, the Summit League and the Big XII for wrestling.

Brookings is home to approximately 24,000 residents and is located 60 miles north of Sioux Falls and 200 miles west of Minneapolis. Livability.com rates Brookings as an ideal community for families, students, young professionals, and retirees. It considers Brookings among the safest and most vibrant cities in South Dakota.

The Brookings Public School District educates approximately 3,300 K-12 students and ranks among the state’s highest academic achieving school districts. The district includes three elementary schools, an intermediate school for fourth and fifth grade, one middle school and a high school.

The city also boasts an abundance of attractions and activities, including the Children’s Museum of South Dakota, Dakota Nature Park, South Dakota Art Museum, McCrory Gardens, South Dakota Agricultural Heritage Museum, Outdoor Adventure Center, and the Brookings Summer Arts Festival.

APPLICATION DEADLINE:
Position is open until filled with full consideration given to applications received by February 24th, 2023.

APPLICATION PROCESS:
SDSU accepts applications through an on-line employment site. To apply, visit: https://yourfuture.sdbor.edu, search by the position title, view the job announcement, and click on “apply for this job.” This system will guide you through the electronic application form. This employment site will also require the attachment of a cover letter, which should specifically address how the candidate meets the qualifications as outlined in the advertisement, Curriculum Vitae or resume, and a reference page with the contact information for three professional references. Email applications will not be accepted. Please contact SDSU Human Resources at (605) 688-4128 if you require assistance with this process.

Any offer of employment is contingent on the university’s verification of credentials and other information required by law and/or university policies, including but not limited to, successful completion of a criminal background check.

South Dakota State University is a tobacco free environment.
It is the policy of the University to maintain a drug-free environment and to thereby establish, promote, and maintain a safe and healthy working and learning environment for employees and students. This position is subject to South Dakota State University’s Drug and Alcohol Testing Policy 4:14.

For questions on the position, contact Karyn Weber at 605-688-4111 or Karyn.Weber@sdstate.edu.

South Dakota State University promotes access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant access mission. SDSU is an affirmative action, equal opportunity employer. All qualified applicants will receive consideration without regard to, and SDSU prohibits discrimination on, the basis of, sex, race, color, creed, national origin, ancestry, citizenship, gender, gender identity, sexual orientation, marital status, pregnancy, religion, age, disability, genetic information, veteran’s status, or any other status that may become protected in the offering of all educational programs and employment. Arrangements for accommodations required by disabilities can be made by emailing HR@sdstate.edu. Individuals with concerns regarding discrimination should contact: Equal Opportunity Officer/Title IX Coordinator, Human Resources, Morrill Hall 100, SDSU, Brookings, SD 57007. Phone: (605) 688-4128.

2.) EXAMPLE: SHORT ADVERTISEMENT

Advertisement:

Associate Vice President – Wokini Initiative, Academic Affairs, South Dakota State University. We are seeking a dynamic professional to provide vision, leadership, coordination and direction for the Wokini Initiative offering programming and support to the citizens of South Dakota’s nine tribal nations in pursuit of higher education. South Dakota State University is the state’s largest, most comprehensive university with more than 200 programs and an enrollment of approximately 12,000 students. The application full consideration date is February 24th, 2023. For a complete listing of the minimum and preferred qualifications, contact information for questions on position, and to apply, visit https://YourFuture.sdbor.edu, search for the position, and follow the electronic application process. For questions on the electronic employment process, contact SDSU Human Resources at (605) 688-4128. Learn more about Brookings by visiting https://www.youtube.com/watch?v=IT8OnH5eIgQ&feature=youtu.be. The department actively provides access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant access mission. South Dakota State University is an AA/EO employer – vets, disability.