



Ch'oooshgai Community School Board of Education, Inc.

Tohatchi, New Mexico 87325

Telephone (505) 733-2725

www.ccsbroncos.org

JOB ANNOUNCEMENT

OPEN: JUNE 05, 2026 CLOSE: OPEN UNTIL FILLED

CERTIFIED POSITIONS

CHIEF EXECUTIVE OFFICER

MA degree in Educational Leadership or in Education Administration, or MA degree in Business Administration, valid NM Level Three (3B) Pre-K-12 Administrative Licensure. Minimum of six (6) years of administrative leadership experience in grant school operation/management.

NEW MEXICO ADMINISTRATIVE LICENSURE ONLY

TEACHER

BS/BA degree in Education, valid NM Elementary Licensure (K-8) required, and endorsed in subject area. Must have knowledge of Navajo Culture and traditions.

NEW MEXICO TEACHER LICENSURE ONLY

- GIFTED & TALENTED EDUCATION TEACHER
- COMPUTER TEACHER
- MUSIC TEACHER
- LIBRARIAN

SPECIAL EDUCATION COORDINATOR

MA degree in Special Education, valid NM Special Education Licensure required. Minimum of four (4) years of management experience. Must have experience in coordinating IEP's, submitting funding proposals and managing grants, maintaining mandated reports and ensuring that all student needs are met. Must be honest & maintain confidentiality of records.

SPECIAL EDUCATION TEACHER

BA/MA degree, valid NM Special Education Licensure (K-8) required. Minimum of three (3) years' experience in special education. Must have proficient computer skills, and must have knowledge of Navajo language, tradition, culture & customs preferred. Must be honest & maintain confidentiality of records.

SCHOOL COUNSELOR

MA degree, valid NM Counselor licensure required. Minimum of three (3) years' experience in working with children in an elementary school setting. Must have knowledge of Navajo culture, traditions, customs, and language. Prior experience must reflect honesty and confidentiality of records.

CLASSIFIED POSITIONS

INFORMATION TECHNOLOGY TECHNICIAN

AAS in Computer Technology or in Management Information Systems or equivalent training in computer networking from an accredited technology institute with two (2) years' experiences in IT infrastructure of a school. Must have knowledge in ERate, webmaster skills, technology plan, computer & technology equipment, and inventory process and procedures.

Must maintain confidentiality of records.

SPECIAL EDUCATION TEACHER ASSISTANT

AA degree in Education or Early Childhood with valid New Mexico Educational Assistant Licensure required. Must have two (2) years' experiences working with children with disabilities in an educational school setting. Must have knowledge of Navajo language, tradition, culture & customs preferred.

NEW MEXICO LICENSURE ONLY

HOME LIVING ASSISTANT

AA degree in Education, Early Childhood or Human Services; or must have a minimum of 32 semester hours in Education or Early Childhood or Human Services plus two (2) years of experience in a residential setting & experience in early childhood setting. Skills in establishing & maintaining an effective working relationship with students, parents & staff. Must be honest & maintain confidentiality of records.

TRADITIONAL COUNSELOR

High School Diploma, with two (2) years' experiences as a Traditional Practitioner in native, traditional, cultural teaching. Must have experience working with children in a residential (school) setting. Must maintain confidentiality of records.

SUBSTITUTE TEACHER

High School Diploma or AA degree in Education or Early Childhood with valid New Mexico Substitute Teacher Licensure required. Minimum of one (1) year experience in working with children in an educational school setting, and must have knowledge of Navajo language, tradition, culture & customs preferred.

CUSTODIAN

High School diploma with two (2) years' experiences, must have knowledge in areas of occupational safety & health, and knowledge in minor maintenance repair. Must have organizational & communication skills, physical strength (to stand for extended periods of time, pull, bend, reach, climb and lift up to 50 pounds regularly), detail-oriented and responsible.

To apply, submit the following required documents:

- CCS Employment Application
- Current Resume'
- Letter of Interest and 3 current Letters of Recommendation
- High School Diploma and/or Official College/University Transcripts
- New Mexico State Department of Education Licensure (if applicable)

- Tribal Enrollment Form (CIB)
- Current Department of Motor Vehicle Report (3 years)
- Any job-related documents (First Aid / CPR Certificate)
- \$50.00 Money Order for the Federal Background Investigation (FBI)
- Current Navajo Nation Background Check (Navajo Nation Criminal/Traffic History Record)(10 years)

EMPLOYEE BENEFITS

Great Health Coverage (medical, dental & vision)

401K Retirement Plan

CCSBE, Inc. is an EEO/Navajo Preference/Indian Preference Employer.

All advertised positions are subject to complete Background Investigations and Adjudication.

**Applicant shall successfully complete and pass security clearance/
background investigations prior to hire. Housing is available.**

FAX OR EMAIL APPLICATIONS WILL NOT BE ACCEPTED

INCOMPETE APPLICATIONS WILL NOT BE ACCEPTED

09.04.2026