



**RAMAH NAVAJO SCHOOL BOARD, INC.  
NAVAJO PREFERENCE EMPLOYER**

**JOB VACANCY**

**Friday, July 26, 2024**

<b>POSITION</b>	<b>PROGRAM/ DEPARTMENT</b>	<b>CLOSING DATE</b>
Elementary Teacher	Education Services/Pine Hill School	Open Until Filled
Special Education Educational Assistant	Education Services/Pine Hill School	Open Until Filled
Educational Assistant(s)	Education Services/Pine Hill School	Open Until Filled
Substitute Teacher	Education Services/Pine Hill School	Open Until Filled
Gifted and Talented Teacher (K-12)	Education Services/Pine Hill School	Closing Date: 7/30/24
Vocational Technical Teacher	Education Services/Pine Hill School	Open Until Filled
Graphics Arts – Vocational	Education Services/Pine Hill School	Open Until Filled
Agriculture Vocational Teacher	Education Services/Pine Hill School	Closing Date: 7/30/24
Administrative Assistant (Middle/High School)	Education Services/Pine Hill School	Closing Date: 08/09/24
Head Start Teacher	Education Services/Head Start	Open Until Filled
Home Living Assistant (Male)	Education Services/Dormitory	Closing Date: 7/29/24
Custodian (School) (Temporary)	Education Services/Facilities Mgmt.	Closing Date: 7/29/24
Clinic Administrator	Health & Human Services/PHHC	Open Until Filled
Administrative Assistant	Administration/Human Resources	Closing Date: 7/30/24
Administrative Assistant (IN HOUSE)	Administrative Services/Finance	Closing Date: 08/09/24
Emergency Medical Technician – Intermediate (2 Positions)	Health & Human Services/PHHC	Open Until Filled
Emergency Medical Technician – Basic (2 Positions)	Health & Human Services/PHHC	Open Until Filled
Board Operator (Temporary)	Community Programs/KTDB Radio Station	Closing Date: 7/29/24
Middle School Volleyball Coach (2 Positions)	Education/Athletics	Closing Date: 7/29/24
Girls Varsity Basketball Assistant	Education/Athletics	Closing Date: 7/29/24
High School Boys Basketball Assistant Coach	Education/Athletics	Closing Date: 7/29/24
High School Football Assistant Coach	Education/Athletics	Closing Date: 7/29/24
Middle School Track & Field Assistant Coach	Education/Athletics	Closing Date: 7/29/24
Middle School Cross Country Assistant Coach	Education/Athletics	Closing Date: 7/29/24

**Applicants must successfully complete & pass a pre-employment criminal background check, character investigation, & drug screening**

Applicants are REQUIRED to file an application for EACH advertised position.

**HOW TO APPLY:** Submit the following required documents to: Ramah Navajo School Board, Inc. (RNSB, Inc), Human Resource Dept., PO Box 10, Pine Hill, New Mexico 87357

**Website:** <https://www.rnsb.k12.nm.us/humanresources>

- 1.) RNSB, Inc. Employment Application (Employment Application MUST be filled out COMPLETELY)
- 2.) Required documents: Official Transcripts, Copies of High School Diploma/GED or College Diploma, Certificates, License, etc.
  - a. Resume's are optional which SHALL NOT be accepted in lieu of an RNSB, Inc. Employment Application.
  - b. Credits for education SHALL NOT be granted WITHOUT verification.
- 3.) Application and all accompanying documents MUST be received by the closing date of the job vacancy announcement. Application submitted AFTER the closing date SHALL NOT be considered. Application SHALL NOT be duplicated or returned. Incomplete application SHALL NOT be considered.