POSITION OVERVIEW
The Oral History Project Senior Director will oversee a nationwide, multi-million-dollar Oral History Project, ensuring its successful launch and completion. The Director will supervise project staff, contractors, and vendors - to collect oral histories of Indian boarding school survivors. They will ensure that federal grant requirements are met and that protocols are followed. Working with the NABS team, they will monitor the Oral History Project budget. They will also lead evaluation efforts while the project is underway and at the conclusion of the project. This project requires a 2-year commitment.

ABOUT THE ORAL HISTORY PROJECT
One way in which NABS is promoting healing and revealing the truth about the U.S. boarding school era is by conducting interviews with survivors of boarding schools and documenting their experiences for permanent record. NABS has piloted a national oral history project in the state of Washington, conducting 35 interviews the week of April 24-28, 2023. This historic project provides an opportunity for survivors to share their experiences, on their terms.

With funding from the U.S. Department of the Interior, video recording and transcription of up to 720 interviews will be conducted with Native peoples who attended and were impacted by the U.S. Indian boarding schools. Interviews will be held in 20 states on a schedule of 1 state per month with engagement of Tribal Nations and Indigenous organizations as supporters and partners. It is expected that the project team will spend a week onsite in each state and will work remotely the remaining weeks each month.

ABOUT US
The National Native American Boarding School Healing Coalition (NABS) is boldly leading the movement for truth, justice and healing for Indigenous peoples impacted by U.S. Indian boarding schools. We are Indigenous-led with 100% of the Board of Directors and Officers being Native American and Alaska Native.
- We are a coalition of 811 members and growing, including Tribal Nations, Tribal enrolled individuals, allies, and organizations.
- We use our coalition voice to educate others about the truth of the Indian boarding school policies, experiences, and genocidal legacy.
- We expose the truth about Indian boarding schools through research and education.
- We lead action towards justice and healing for our children, families, and communities.
- We advocate for accountability through policy change at all levels, including the call for a federal Truth and Healing Commission on Indian boarding schools.
- We make resources available to raise awareness and support healing from the intergenerational trauma Native peoples continue to experience.
- We are publicly launching the National Indian Boarding School Digital Archive (NIBSDA) this year, a first-of-its-kind Digital Asset Management System capable of organizing and displaying historical boarding school records and materials for every identified boarding school institution.

ORAL HISTORY SENIOR DIRECTOR
What You Will Do
- In collaboration with the NABS team, develop a timeline and action plan for the Oral History Project, including a proposed schedule for initiatives across 21 U.S. states.
- Create detailed action plans and budgets for each Oral History Project initiative.
- Convene relevant NABS staff and stakeholders for various project components.
- Supervise Oral History Project staff.
- Oversee all project activities and manage all reporting.
- Ensure best practices are followed in Indigenous oral history interviewing and recording.
- Provide onboarding support and training to Oral Historians and other project staff.
- Select and work with consultants/contractors to support staff with healing-informed interviewing and video/transcription production.
- Assist with the selection of the production team.
- Develop written protocols for engaging Tribes as partners (including IRB if needed), engaging boarding school survivors as narrators in pre-interview prep conversations, receiving written/verbal consent.
- Conduct oral history interviews as needed, collect relevant information from participants, follow up post-interview.
- Recommend and implement a culturally-aligned evaluation design for the Oral History project process and impact.

What You Bring
Must-Haves
- Knowledge of the Native American and Alaska Native boarding school history, legacy, and impacts
- Familiarity with and work experience in Native American communities
- Experience conducting oral history interviews and qualitative research
- Proven experience managing large, multi-faceted grant projects in a nonprofit, government or Tribal Nation setting
- Excellent project management skills with 10 or more years of experience
- Team supervision skills and experience
- Experience with evaluation frameworks and methods

Nice-to-Haves
- Advanced degree in a related field
To thrive in this role, the ideal candidate will be a clear communicator, adaptable, reliable, socially and emotionally intelligent, an inquisitive learner, and team and collaboration oriented, while being able to work independently.

COMPENSATION AND BENEFITS
This position is salaried, commensurate with experience, ranging from $100,000 to $120,000 annually. Benefits include health, dental, vision, life, and disability insurance with full premiums paid by NABS for the employee and 75% paid by NABS for dependents/partner, a 401(k) match up to 4% of salary, and paid family leave for qualifying events. Employees earn four weeks of paid time off each year and get paid winter break the last two weeks of December.

The successful candidate will have the opportunity to work with a dynamic team committed to conducting research that can benefit Indigenous communities. We strongly encourage applications from Indigenous scholars and scholars with experience working with Indigenous communities. This position is remote with monthly travel to one state each month across the U.S.

PHYSICAL DEMANDS
- Ability to use a computer
- Ability to travel and work on site in diverse physical settings (different climates, amenities)

WORK ENVIRONMENT
- This position is a full-time position that works 40 hours a week. Some odd hours are involved (not always 9-5 on weekdays).
- Once a month travel for weeklong initiatives; remote for the other weeks.

HOW TO APPLY
By July 24, 2023, send an email to Chiyomi at chiyomi@movementtalent.org with “OHP Senior Director” in the subject line.

Applications must include the following all in one PDF:
- Cover letter (no more than 1 page) with short answers to the following questions:
  - Why are you interested in this position?
  - What values or lived experiences do you have that connect to our mission?
  - What is the best advice you’ve ever received?
- Resume or Curriculum Vitae
- Three professional references with titles, emails, phone numbers, and relationship
NABS is an Equal Opportunity Employer committed to a work environment free of all forms of discrimination, harassment, and violence. All employment and contracting decisions are based on merit, competence, performance, and organization needs. NABS prioritizes work to empower and include people from Indigenous communities who have been impacted by U.S. Indian Boarding School policies. We are proud of our collaborative and wellness-focused culture where all people feel safe to bring their whole selves. Our culture attracts top talent with shared values that form the foundation of a great work environment!