



Skokomish Indian Tribe

Tribal Center (360) 426-4232

N. 80 Tribal Center Road

FAX (360) 877-5943

Skokomish Nation, WA 98584

POSITION DESCRIPTION

POSITION: FISHERIES ENFORCEMENT OFFICER

SALARY: \$21.00 HOURLY 1 FTE

SUPERVISOR: CHIEF OF POLICE

NATURE OF WORK: The Fisheries Enforcement Officer is under the direct supervision of the Chief of Police of the Public Safety Department. The Fisheries Enforcement Officer is primarily responsible for Fish and Wildlife enforcement patrol in the Skokomish Tribal region.

REPRESENTATIVE JOB DUTIES:

1. Conducts patrols by boat or motor vehicle, all lands, tidelands, beaches and waterways within or adjacent to the Skokomish Tribe's Area for violators of tribal fishing regulations for both finfish and shellfish.
2. In the event of actual violation, prepare investigative reports; collect written statements and other documents necessary for prosecution. Collect evidence and testify in court when called to do so.
3. Assist in drafting and updating ordinances pertinent to the fisheries division.
4. Maintain communication with tribal councils, fish committees, fishery managers, and tribal fishermen.
5. Maintain working relationships with other agencies and jurisdictions.
6. Provide police services to assigned areas when needed or dispatched.
7. Other law enforcement duties when necessary and as directed.
8. Knowledge and experience in the use and navigation of marine and riverboats.
9. Familiarity with tribal communities and Treaty Rights issues is desirable.

ABILITY TO:

1. Identify and analyze problems, evaluate alternative solutions and make sound judgments.
2. Move quickly and forcefully in response to unexpected situations.
3. Maneuver and work in a variety of ground conditions.
4. Operate patrol vehicles in emergency mode.
5. Maintain personal integrity and cultural sensitivity.
6. Have full range of motion of all body parts
7. Ability to walk, jog, run, bend, kneel, crouch, stoop in different situations

SKILLS:

1. Maintain honesty and confidentiality in all activities.
2. Ability to walk and have full use of all limbs.
3. Ability to hear and see (correctable to 20/20).
4. Ability to speak, read, and write the English language.
5. Ability to understand and follow written and oral directions.
6. Ability to work with people from a variety of cultures and ethnic backgrounds.
7. Willing and able to attend additional training as assigned.
8. Ability to maintain objectivity and suppress personal feelings when dealing with the public, regardless of race, creed, color, sex, family relationship, or other factors.

9. A combination of knowledge, training and experience that demonstrates the basic ability to perform the position's responsibilities as outlined.
10. Other duties and responsibilities as directed.

MINIMUM QUALIFICATIONS:

1. An A.A. Degree in pertinent field and two (2) years of experience; or six (6) years pertinent experience; or any combination of the above. Each year of approved training in police science and law enforcement shall be equivalent to one (1) year of college-level education and / or experience.
2. Must have successfully completed a Basic Law Enforcement Academy.
3. Must be able to become SCUBA Certified. Prefer dive experience
4. Must have no felony convictions or misdemeanors involving firearms violations, felonious assault, theft or excessive use of alcohol or other drugs.
5. Must be in good physical condition; height proportionate to weight.
6. Successfully complete and pass basic boating safety course/certification on line within 90-day probationary period.
7. Pass a complete background check, polygraph and psychological examination including financial, criminal, work experience, medical and professional references. Pass a pre-employment drug screening

Behavior standards: Respectful, courteous, and friendly to customers, other tribal employees, and tribal leaders. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effective communications with customers and other tribal employees. Gets along with co-workers and managers. Positively represents the tribe maintaining the trust Skokomish residents have place in each of us. Demonstrates honesty and ethical behavior.

CONFIDENTIALITY: The employee will be required to sign a confidentiality agreement. Violation of this agreement can result in immediate dismissal.

DRUG-FREE WORKPLACE POLICY: The Skokomish Tribe is committed to providing a drug-free workplace for its employees, volunteers and the community it serves. By Skokomish Tribal policy, this position requires pre-employment drug testing.

PREFERENCE: The Skokomish Tribe's Indian Preference Policy applies to this position. First preference will be given to qualified, enrolled Skokomish tribal members. Second preference will be given to qualified Native American applicants who provide proof of enrollment in a federally recognized tribe. Applicants not entitled to, or who fail to claim Indian Preference, will receive consideration without regard to ethnic/national origin, marital status, sexual orientation, religion, disability status, or membership in the tribal organization.

This position is at will and does not create a contractual relationship between the tribe and the employee.

APPLICATION INSTRUCTIONS

1. **Public Safety Application filled in completely (Do not write see resume)**
2. All required documentation stated in application
3. Cover letter identify why you feel you are qualified for this position
4. Current resume and three work related references

JOB DESCRIPTION APPROVAL:

CEO: _____

Date: _____

Employee: _____

Date: _____