



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Police Officer

Natural Resource Enforcement (NRE)

OPEN: August 14, 2014

EXEMPT: No

SALARY: DOE

SHIFT: Day

LOCATION: Tribal Administration

DURATION: Regular Full Time

CLOSES: August 20, 2014

JOB CODE:

DIVISION: NRE

DEPARTMENT: Police

SUPERVISOR: NRE Sergeant

VACANCIES: 1

JOB SUMMARY: Natural Resource Enforcement Officers must complete the same basic training as Police Officers. Natural Resource Enforcement Officers are also specifically responsible to protect the natural resources of the Lummi Nation, through enforcement of Title 10 and Title 13 of the Lummi Code of Laws, by patrolling, monitoring and contacting members during harvesting efforts to include crime prevention and investigation, uniform patrol protection of property and arrest of suspected offenders.

Natural Resource Enforcement Officers are responsible for the protection of the natural resources of the Lummi Nation through the enforcement of statutes and laws and patrolling the Tribe's usual and accustomed fishing and hunting areas. Officers also perform common law enforcement duties when necessary; i.e. assisting citizens in emergency situation, identifying and recovering stolen property, deciding whether to arrest or not, when to use force or firearms. Work involves an element of personal danger and officers must exercise individual judgment and discretion in meeting emergencies and enforcing ordinances and laws. Assignments may also include conducting complete criminal investigations, preparing appropriate reports and attending court for civil infractions and criminal cases. Officers must be self-motivated and initiate contacts and investigations to obtain desired results as directed by supervisory and command officers.

During the probationary period new officers are expected to attend and successfully complete the Basic Law Enforcement Academy (BLEA), apply formal classroom training and on the job training experiences to actual work situations. As experience is gained, the degree of direct supervision decreases. Assignments and general or special instructions are received from a Sergeant who occasionally reviews work while it is being performed, through records, personal inspection and discussion.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Interact with and serve the Lummi Community in a professional, patient and compassionate manner.
2. Interact effectively and professionally with other Law & Order staff and employees of other LIBC Departments and outside agencies.
3. Enforce Title 10 of the Lummi Tribal Code and all criminal, civil and traffic codes and ordinances.
4. Maintain a written daily log and monthly report of activities.

5. Self-motivated to patrol areas of the Tribes Usual & Accustom areas by vehicle, vessel and foot to deter and discover crime, initiate contacts and investigations.
6. Issue citation or arrest violators, gather evidence and prepare complete reports in a timely manner.
7. Investigate violations of Title 10 that are reported by citizens or other law enforcement agencies.
8. Exercise good judgment for personal safety and the safety of others.
9. Involves personal danger and risk of injury or death.
10. Takes necessary actions as emergency situations demand, ie. First aid, securing crime scenes, assisting disabled vessels, vehicles and distressed citizens.
11. Maintain appearance and serviceability of boat, trailers, vehicles and other equipment.
12. Other necessary law enforcement duties as assigned by a supervisor.
13. Must maintain the confidence of the community by representing the Police Department while on-duty and off-duty.

MINIMUM QUALIFICATIONS:

- High school graduation or GED.
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to analyze situations quickly and objectively.
- Must exercise sound judgment and be able to recognize actual and potential dangers and to determine proper course of action.
- Ability to read and understand laws, ordinances, rules and regulations.
- Ability to learn the geography of the land and marine patrol areas.
- Ability to cope with stressful situations firmly, tactfully and with respect.
- Ability to communicate clearly, both verbally and in writing.
- Ability to write clear and concise incident reports, citations, daily logs and other correspondence that is required.
- Ability to maintain strict confidentiality.
- Have high moral character, be honest and trustworthy, have integrity, sound judgment and temperate habits.
- Ability to patrol by boat, vehicle, all terrain vehicle, and on foot,
- Willingness to successfully complete necessary basic and in service training. Ability to trailer unloads, operate and load boats of all sizes.
- Mechanical and hull repair abilities desirable.
- Must provide leadership in the community through respectful communication and display of dedication and integrity,
- Must maintain strict confidentiality at all times.
- Must be willing to understand and promote the Sche lang en' of the Lummi Nation.
- Ability to pass Criminal Justice Employee Background investigation.
- Ability to work with other Lummi Departments and other agencies.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to extensive criminal background check and CAMIS check.

- No convictions of moral turpitude or felony and have not been convicted of misdemeanor during the past year.
- Must pass Written Exam and Physical Agility Test to proceed to next step,
- Attend an oral Interview, if selected you will continue to next step in hiring phase,
- Cleared by a medical exam, Polygraph Test, and psychological exam
- Entry applicants must have three (3) year agreement on file prior to hiring,
- New hires must have completed the Basic Police Academy, or complete within one year of hire,
- Must exercise sound judgment when making decisions,
- Must be able to work long or varied shifts,
- Proof of U.S. Citizenship for federal requirements for employment eligibility.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) Application: go to: <http://goo.gl/Bu5Vuv>
For more information contact the HR front desk (360) 312-2023. Please submit an LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications please include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.