

## POSITION DESCRIPTION

### FIELD CONSERVATION OFFICER

#### SALARY RANGE:

SUPERVISION: Reports to the Chief Conservation Officer and performs the duties listed below in a manner consistent with the 1854 Treaty Authority's Policies and Procedures, and the 1854 Treaty Authority Conservation Code

#### DUTIES AND RESPONSIBILITIES:

The Conservation officer will perform enforcement duties in the off-reservation land and water areas of the 1854 Ceded Territory of the Lake Superior Chippewa as defined in the 1854 Treaty, to include;

The officer will monitor all hunting, fishing and gathering activities by the enrolled band members of Bois Forte and Grand Portage including the preparation of all reports and tagging procedures and issue any or all required permits, tags deemed necessary by the 1854 Treaty Authority and cite non-band members into state court for game violations.

Issue 1854 summons, citations and warnings as well as state citations into state court. And if necessary, the seizure of all illegally taken fish and game and/or equipment pursuant to the 1854 Treaty Authority Conservation Code. As well as moving violations on recreational vehicles which will also be cited into state court.

Prepare and provide testimony to 1854 Treaty Authority Conservation court as well as Minnesota State court regarding citations issued, execute and serve warrants, and other processes as issued by the 1854 Treaty Authority in accordance with all federal, tribal and state laws.

Be responsible for the conservation of natural resources and wildlife in the 1854 Ceded Territory and to include his / her assigned patrol area within the 1854 Ceded Territory.

Performance of other duties as assigned by the Chief Conservation Officer.

Participate in public outreach activities to include; develop staff, board meeting, team participation.

Ability to effectively communicate both orally and in writing to other Authority personnel, interagency, and the general public

Ability to operate maintain motor vehicles, including four wheel drives, ATV's and snowmobiles and to handle a variety of watercraft. Ability to travel and stay overnight frequently. Ability to establish and maintain an effective working relationships with tribal and non-tribal natural resource agencies, public and private landowners within the Ceded Territory, and the general public.

Must be physically and mentally able to perform strenuous duties in all adverse conditions and locations. Must pass a physical examination by a licensed physician, pass a psychological evaluation and bi-yearly physical fitness test that includes swimming, running, sit –ups, push-ups, and an agility run.

Demonstrate skill in report writing and in oral or written communication skills, should have some basic computer knowledge in Windows 7.

Must qualify with assigned duty weapon / shotgun twice a year and complete 48 hours mandatory POST Board Training each licensing period. Must also attend necessary Bureau of Indian Affairs Law Enforcement Training and/or as directed by the Executive Director.

Insure proper maintenance and upkeep of all assigned vehicles assigned to the officers, to include trucks, snowmobiles, ATV's, trailers, boats and canoes, issued weapons, GPS units, computers, night vision, First Responder medical bags and cold water immersion suits. Also maintain all other assigned items in your inventory.

**QUALIFICATIONS:** Degree in Law Enforcement and be eligible to be licensed by the Minnesota P.O.S.T Board, Experience as a Law Enforcement officer is desirable. Physically and mentally able to perform sometimes strenuous duties. A psychological examination will be required prior to employment. Must have valid drivers's license. Must be 21 years of age, Applicant must not have been convicted of a felony or have been convicted of an 1854 Treaty Authority Conservation Code violation and/or Minnesota DNR violation. Also not have any domestic abuse / assault / stalking or Order for Protection (OFP) on his /her criminal record. Must agree to submit to a criminal background check / investigation at the expense of the 1854 Treaty Authority and must be complete before appointment. Experience in First Responder / CPR is required, If the applicant has no prior experience then he/ she must be willing to attend training to be certified within one year of hire. All medical training must be approved by the Minnesota EMS Regulatory Board. These qualifications are subject to change or modifications made at the discretion of the 1854 Treaty Authority.

The 1854 Treaty Authority reserves the right to reject any or all applications or applicants.

Indian Preference may apply.