
LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS

HUMAN RESOURCES

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POSTED: October 22nd, 2025

DEADLINE: November 5th, 2025

JOB DESCRIPTION

POSITION: Gaming Regulator

DEPARTMENT: Tribal Gaming Commission

SUPERVISOR: Lead Gaming Regulator

LOCATION: Lac Vieux Desert Northern Waters Casino & Resort

EMPLOYMENT: Full Time

SALARY/PAY RATE: \$20.00 - \$25.00 per hour

DESCRIPTION:

The Gaming Regulator will strive to achieve the mission of enforcing and complying with all relevant laws and regulations to maintain the honesty, integrity, fairness, and security of the Gaming Operation, as well as applicable laws and regulations while ensuring the protection of the Gaming Operation's patrons, employees, environment, and safety. The Gaming Regulator maintains a presence during scheduled work hours to monitor for compliance and is required to ensure all reports, patron disputes, compact violations, etc., are dealt with in a professional manner and that the proper reporting procedures are utilized.

RESPONSIBILITIES:

- Shall be required to read, implement, and adhere to all NWCR System of Internal Control Standards ("SICS"), LVD Gaming Code, LVD Gaming Ordinance, Tribal/State Compact, NIGC Minimum Internal Control Standards ("MICS"), the Indian Gaming Regulatory Act, LVD Tribal Internal Control Standards ("TICS"), Title 31 MICS, LVD Liquor Code, and NWCR Casino Handbook.

- Coordinates with legal counsel and operating departments to ensure adherence to laws and regulations. Consults with and advises operating units and managers affected by compliance issues and regulatory requirements.
- Provides written reports to LVD Lead Gaming Regulator and LVD Tribal Council that contain findings and recommendations for improvements and changes of the gaming operations.
- Conduct monthly compliance checks of Gaming Machines, sensitive gaming inventories, soft count, security and surveillance logs, movement of cash within, into and outside of NWCR, Security and Surveillance procedures, game controls, and integrity of all regulated gaming equipment, erasable programmable read only memory (“EPROM”) inventory.
- Must be independently self-disciplined, motivated, organized, and possess reliable attendance.
- Ability to make independent decisions with minimum supervision.
- Knowledge in the sources of information and laws governing the use and release of information.
- Ability to analyze investigative information and investigative report writing.
- Ability to coordinate, organize, and prioritize activities while maintaining confidentiality.
- Be proficient in gaming industry regulations and organization operating procedures.
- Ability to learn, understand, and apply provisions of all Federal, State, and Tribal laws and regulations governing the rules and conduct of authorized games, gaming equipment, transactions involving casino patrons, and other safeguards as prescribed.
- Conduct monthly compliance checks of Gaming Machines, sensitive gaming inventories, soft count, security and surveillance logs, movement of cash within, into and outside of NWCR, Security and Surveillance procedures, game controls, and integrity of all regulated gaming equipment, erasable programmable read only memory (“EPROM”) inventory.
- Be present to observe the shipping, receiving, installation, relocation, removal, storage of all gaming devices and kiosks.
- Keep record and maintain files for all NWCR Key Employee and Primary Management Officials, new hires and renewals.
- Frequently check employee’s licenses on an on-going basis.
- Observe and ensure Table Games dealing techniques and procedure for game operation, securing of daily drop are performed by licensees in accordance with approved procedures.
- Must be present for all incoming/outgoing shipping of controlled gaming devices, present at the time the truck seal is broken for and is responsible for resealing of outgoing machines and/or gaming devices.
 - Secures and tests EPROMs and other game software that control payouts and internal functions of all electronic gaming devices.
- Maintain possession and control of casino slot machine computer board access keys, tamper proof tape, and logic seals.
- Be constantly observant to any physical hazards and acts and/or omissions that would jeopardize the safety of patrons and employees.
- Examines, tests, and inspects gaming equipment as required by the TGRA.

MINIMUM QUALIFICATIONS:

- High School Diploma or G.E.D.
- Must be 21 years of age or older.
- Must be a Lac Vieux Desert Tribal Member.
- No person shall serve as a commissioner if he/she has had a felony conviction within the past five (5) years.
- Must successfully complete the Criminal Justice Information Security (“CJIS”) Awareness Training and attain certification prior to accessing and annually thereafter, for all personnel who have access to CJIS.
- Must complete the Tribal CJIS training upon initial assignment.
- Must maintain all CJIS certification appropriate to level of clearance.
- Must sign a confidentiality agreement and sign and adhere to a code of ethics to ensure that confidential and sensitive information of the Tribal Gaming Regulatory Authority remains confidential.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the public.
- Ability to calculate figures and amounts, such as discounts, interests, commissions, proportions, percentages, area, circumference, and volume.
- Ability to apply concepts of basic algebra and geometry.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Must possess or obtain a basic knowledge of Microsoft Office products and other computer software.

Must be eligible for an LVD Gaming License. Must be available to travel and attend continuing education and/or training related to the scope of this position. **PREFERRED QUALIFICATIONS:**

- Associate’s degree in business administration, public administration, legal studies, or related field.
- 5 years gaming regulatory/gaming operations experience or equivalent combination of education and experience.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.

Date Approved by the Tribal Council: 08/15/2013, Revised by Tribal Council Motion 10/21/2025.

