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# LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS

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## HUMAN RESOURCES

P.O. Box 129, N5384 US 45 Watersmeet, MI 49969  
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**POSTED: January 18<sup>th</sup>, 2023**      **DEADLINE: February 1<sup>st</sup>, 2023**

### JOB DESCRIPTION

**POSITION:**                      **Investigator/Drug Enforcement Officer**

**DEPARTMENT:**                **Tribal Police**

**LOCATION:**                      **Watersmeet, MI**

**SUPERVISOR:**                 **Tribal Chief of Police**

**EMPLOYMENT:**               **Full Time**

**PAY RATE:**                    **\$27.00 – 30.00 per/hr**

### **DESCRIPTION:**

Under general supervision, performs work of complex difficulty involving investigation of crimes committed on Lac Vieux Desert Tribal Lands as well as working with Tribal Police and outside law enforcement agencies to reduce distribution of illegal drugs on Tribal Lands and the surrounding area.

### **RESPONSIBILITIES:**

- Work closely with other officers and Tribal Prosecutor's Office to conduct criminal investigations
- Work with the community to build rapport
- Exercise full peace officer authority in the enforcement of all laws
- Answer requests and questions from patrol officers regarding investigative steps
- Interview participants, suspects, and witnesses
- Take photographs, draws diagrams and take measurements
- Provide backup to other police officers and agencies
- Respond to calls involving criminal and other violations
- Make arrests, search suspects for weapons and evidence and advise suspects of rights
- Seize controlled substances, evidence, and stolen property
- Transport and question suspects

- Prepare incident reports and brief Tribal Prosecutor on criminal incidents
- Testify in criminal and civil courts as required
- Assist public whenever called upon
- Work closely with other law enforcement agencies to reduce drug activity
- Attend training to increase drug and investigative knowledge
- Learn Tribal culture and customs and conduct responsibilities of the position with utmost integrity to the community
- Other duties as assigned.

**MINIMUM QUALIFICATIONS:**

- Completion of Police Academy at the Federal Law Enforcement Training Center or other accredited police academy
- 5 years of experience in law enforcement with progressive responsibility
- Possess or able to qualify for Michigan Commission on Law Enforcement Standards (MCOLES) licensure within one year of hire
- Valid Michigan driver's license.
- Clear background check
- Successful completion of physical examination, physical abilities test and psychological evaluation
- Must be willing to be on call as needed, including evenings and weekends.

**NECESSARY KNOWLEDGE, SKILLS AND ABILITIES**

- Must be willing to work closely with both Tribal Police officers and officers of other law enforcement agencies to investigate crimes, assist other officers with investigations, and take actions to reduce drug crime within the community and surrounding area.
- Must be willing to engage directly with members of the community, witnesses, defendants, and victims.
- Have knowledge or be willing to learn about the history, traditions, and culture of the Lac Vieux Desert Band of Lake Superior Chippewa Indians and be willing to incorporate that knowledge into the workplace and culturally appropriate programs.
- Have knowledge or be willing to learn about appropriate tribal and federal criminal laws and the interaction of jurisdictions.
- Knowledge of modern office procedures and computer and equipment skills.
- Ability to communicate with community members in order to obtain relevant information, communicate effectively, verbally and in writing, follow written and verbal instruction, prioritize tasks, and establish and maintain effective working relationship with fellow employees and public.
- Ability to complete detailed, accurate reports which effectively communicate information to necessary parties.
- Ability to effectively communicate verbally with the community, other personnel, and while providing court testimony.
- Skill in operation of vehicles under routine and emergency conditions.
- Skill and certification in the use of firearms and police equipment

- Willingness to work with Tribal Court, Tribal Social Services, Healthcare Personnel, and Tribal Prosecutor to provide necessary services for crime victims and improve outcomes for the community.

**PHYSICAL DEMANDS:**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee's environment can range from an office setting to highly dangerous law enforcement situations. Physical demands, therefore, range from sitting in an office or vehicle to exercising the strength, mobility, dexterity, and stamina associated with apprehending criminals. The employee is regularly required to communicate with others in person and on the telephone or radio, use sight to review documents and assess public safety scenes, and must regularly travel to other locations.
- The employee may be exposed to outside weather conditions and may be exposed to high, precarious places and other highly dangerous situations. The noise level in the work environment can range from quiet in the office to very loud in the field.

*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.*