

---

**LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS**

---

**HUMAN RESOURCES**  
P.O. Box 129, N5384 US 45 Watersmeet, MI 49969  
Phone: 906-358-4226 Fax: 906-358-4913



**POSTED: January 12<sup>th</sup>, 2023      DEADLINE: Until Filled**

**JOB DESCRIPTION**

**POSITION:**                      **Regulatory Agent**

**DEPARTMENT:**                **Tribal Government**

**LOCATION:**                        **LVD Reservation**

**SUPERVISOR:**                 **Tribal Council**

**EMPLOYMENT:**                **Full Time – Appointed Position**

**SALARY/PAY RATE:**         **\$17.39-\$22.61 per/hr.**

**Must be an enrolled member of the Lac Vieux Desert Band of Lake Superior Chippewa Indians.**

**DESCRIPTION:**

The Tribal Council established the Tribal Financial Services Regulatory Authority as an administrative agency, an independent governmental subdivision of the Tribe, to fulfill the duties as described in the Tribal Consumer Financial Services Regulatory Code (“Code”) and ensure the delivery of fair and compliant Consumer Financial Services within the LVD Reservation to protect Consumers.

**RESPONSIBILITIES:**

- Conduct the day-to-day operations of the Authority, including supervision of unappointed Authority employees;
- Develop an expertise in tribal laws applicable to business organization and Consumer Financial Services, applicable federal laws, applicable state laws and regulations, tribal sovereignty and jurisdiction, and administrative regulations and hearing procedures;
- Regulate all Consumer Financial Services according to the Code, including

licensure, enforcement, hearings, investigations, and any intra- and inter-governmental regulatory responsibilities; and

- Report to the Tribal Council as required by the Code or as otherwise required by the Tribal Council.
- Exercise the powers bestowed by the Code, perform any other tasks and functions assigned by the Tribal Council, and perform any other tasks and functions not expressly stated or assigned but are necessary to ensure the Code's Findings, Intent, and Policy are met which includes:
  - Enforcing the Code and promulgating regulations and rules furthering the purpose and provisions of the Code.
  - Enforcing the federal Consumer Protection Act of 2010, 12 USC §§ 5301 et seq, as authorized by 12 USC 5552.
  - Supervising and Examining Licensees when the Authority considers it necessary to ensure compliance with the Code, applicable Federal Law, or any other applicable law, regulation, or court order; to obtain information about compliance systems and procedures; and, to detect and assess risk to consumers.
  - Upon reasonable suspicion, investigating any Licensee or Person to determine whether an act, practice, or transaction constitutes an unsafe or unsound practice, a violation of the Code or applicable Federal Law, or a violation of any order of the Authority.
  - Establishing procedures designed to permit detection of any noncompliance, irregularities, fraud, or the like that the Authority deems necessary and appropriate to safeguard the Tribe and Consumers.
  - Upon approval of the Tribal Council, employing such advisors, which may include, but are not limited to, lawyers, accountants, law enforcement specialists, and financial services professionals.
  - Accepting, reviewing, approving or disapproving any Application for a License, including conducting or arranging for background investigations of Applicants.
  - Conducting administrative hearings to resolve Consumer disputes with Licensees, among Licensees, or arising from a Person alleging or a Person suspected to be in violation of the Code.
  - Examining under oath, either orally or in writing, in hearings or otherwise, any Licensee or Person with respect to any matters related to the Code and applicable Federal Laws.
  - Compelling any Licensee or Person, by subpoena or otherwise, the

attendance of witnesses and the production of any books, records, and papers. Upon a refusal to appear or produce, the Authority may apply to a court of competent jurisdiction to compel appearance or production.

- Examining or investigating a Licensee or Person's place of business, equipment, facilities, and tangible personal property, as well as any books, records, papers, vouchers, accounts, documents, and financial statements relevant to ongoing or suspected Consumer Financial Services.
- Following an investigation or an administrative hearing, make findings as necessary to implement the Authority's duties and powers, with such findings to be given deference as the legally binding findings of a governmental entity. However, the Authority shall not issue declaratory findings, orders, or rulings.
- After affording due process, taking appropriate enforcement action against any Licensee or Person for violating this Code or applicable Federal Law.
- Ensuring adequate procedures are in place for administrative appeals following Authority hearings.
- Arbitrating, compromising, and negotiating any dispute to which it is a party and relating to the Authority's authorized activities. The Authority may not settle any such dispute without the approval of the Tribal Council.
- Imposing administrative fees to recover the actual costs of performing duties under the Code.
- Entering into such cooperative arrangements and agreements, upon Tribal Council approval, to coordinate regulatory enforcement and resolve Consumer complaints as contemplated by the Consumer Financial Protection Act, 12 U.S.C. § 5481 et seq., or as may be appropriate with other Tribes and States.
- Representing the Tribe and the Authority at local, state and federal levels.

### **MINIMUM QUALIFICATIONS:**

- Be an enrolled member of the Lac Vieux Desert Band of Lake Superior Chippewa Indians.
- Must have High School diploma or general education degree (GED); advanced degree in business, finance, public administration, or law preferred.
- Be at least twenty-one (21) years of age.
- Have seven (7) years' experience, education or a combination thereof in the following area: (1) Financial services, (2) Finance, (3) Management, (4) Business, (5) Governmental regulation, (6) Law and/or Tribal policy.
- Demonstrated computer skills; familiarity with Microsoft Office Suite

- Demonstrated ability to think critically and comprehend complex concepts related to law and regulation
- Demonstrated ability to articulate issues and ideas in front of an audience
- Attestation of no business or legal relationship that places applicant in a position of conflict of interest.
- Be able to pass a background check meeting the eligibility requirements of the Code.

*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: March 1, 2018**

**Revised: January 11, 2023 by Tribal Council Motion**