



SOKAOGON CHIPPEWA COMMUNITY

Mole Lake Band

Position:	<i>Tribal Police Officer</i>
Location:	<i>Sokaogon Chippewa Community Police Dept.</i>
Hours:	<i>Full-time, 40 hours per week</i>
Salary:	<i>Commensurate with Education/Experience</i>
Reports to:	<i>Tribal Executive Administrator</i>

Job Summary:

The Sokaogon Chippewa Community (SCC) Tribal Police Officer is responsible for enforcing laws and maintaining order within SCC tribal jurisdiction, ensuring the safety and well-being of the community. This role involves patrolling designated areas, responding to emergencies, conducting investigations, and engaging with community members to promote public safety and uphold tribal, federal and local laws. The Tribal Police Officer plays a key role in preserving peace, preventing crime, and fostering positive relationships between the police department and the tribal community.

Duties and Responsibilities:

- Conduct regular patrols of assigned areas to deter and detect criminal activity.
- Enforce tribal and federal laws, ordinances, and regulations.
- Respond promptly to calls for service, emergencies, and incidents, including accidents, disturbances, and criminal activities.
- Conduct investigations into crimes and incidents, including collecting evidence, interviewing witnesses, and making arrests.
- Prepare detailed reports, case files, and evidence for legal proceedings and court cases.
- Collaborate with other law enforcement agencies and tribal authorities in investigations and operations.
- Build and maintain positive relationships with community members, tribal leaders, and local organizations.
- Engage in community outreach and education to promote safety, crime prevention, and healthy behaviors.
- Attend community meetings and events to address concerns and provide information about law enforcement activities.
- Provide assistance and support to individuals in crisis situations, including mental health emergencies and domestic disputes.
- Utilize de-escalation techniques and crisis intervention strategies to manage challenging situations.
- Connect individuals with appropriate resources and support services as needed.
- Maintain accurate records of incidents, arrests, and other law enforcement activities.
- Ensure proper documentation and handling of evidence and property.
- Participate in training programs and professional development to stay current with law enforcement practices and legal updates.
- Adhere to all departmental policies, procedures, and safety protocols.
- Ensure compliance with tribal, state, and federal regulations related to law enforcement practices.
- Participate in internal and external audits or reviews as required.
- Must have a working knowledge and be able to adhere to all tribal ordinances, policies and procedures, EPA permitting process, THPO permitting process and any other regulations that are applicable to the grant projects.
- Handle correspondence and perform administrative tasks as assigned.

Qualifications (Education, Experience, Knowledge, Skills, Abilities):

- Associate's degree in Criminal Justice, Law Enforcement, or a related field required.
- Minimum of 2-3 years of experience in law enforcement or a related field, preferably within a tribal or similar community setting.
- Strong communication and interpersonal skills, with the ability to interact effectively with diverse populations.
- Proficiency in investigative techniques, report writing, and evidence handling.
- Ability to remain calm and make sound decisions in high-pressure situations.
- Valid law enforcement certification or eligibility for certification required.

- Valid driver's license and a clean driving record.
- Understanding of tribal laws, customs, and cultural practices.
- Familiarity with federal, state, and tribal regulations and legal procedures.
- Shift work, including nights, weekends, and holidays, may be required.
- The role may involve exposure to potentially dangerous situations and physical demands.

Hiring Process:

- Oral interviews and potential written exam.
- Comprehensive background check, fingerprinting and drug testing.
- Physical examination by licensed physician.
- Psychological examination by licensed psychiatrist or psychologist.
- Physical agility test.
- Additional certifications may be required based on assignment.

Physical Demands:

- Standing, walking, bending, lifting up to 50 pounds.
- Dexterity, hearing, vision and physical fitness required.
- Exposure to various weather conditions and hazardous materials.
- Non-traditional work hours, including nights and weekends.

Pre-employment/random drug tests and a background check will be required for this position.

Native American preference is granted according to PL 93-638

Submit completed applications and resumes to:

Sokaogon Chippewa Community

Human Resources Department

3051 Sand Lake Road

Crandon WI 54520

(715) 478-7663

Email: hr@scc-nsn.gov

Posting Date: June 13, 2024

Closing Date: Until Filled