



TRIBAL PERSONNEL DEPARTMENT

JOB ANNOUNCEMENT-Limited Term Employment

JOB TITLE: **On-Reservation Creel Count Crew Member/Closed Lake Observer (4 LTE Positions)**

SUPERVISOR: Chief Conservation Officer

LOCATION: Conservation Law (Location will vary with lake designations)

POST DATE: March 12, 2025

CLOSING DATE: March 26, 2025

General Description: The primary responsibility of this position is to be familiar with reservation waters/boat landings to monitor fish harvest by tribal members and non-members. This requires accurate fish species identification, length measurement accuracy, and tally count accuracy. This job requires working in all types of weather (rain, snow, sun/heat) and irregular hours when fish harvest activities occur. Will also monitor closed lakes and report findings to tribal conservation officers for enforcement action.

Qualifications: High School Diploma or equivalent is required. **Valid Wisconsin Driver's License and liability insurance along with access to a personal vehicle is required.**

Salary: \$17.00/hr.

How to Apply: Submit your application for employment, and notarized release of information form by the deadline. Applications and detailed job descriptions can be located on our website www.ldftribe.com or are available at the William Wildcat Tribal Center in the Human Resources Department. Please submit your application materials to:

Human Resources Department
P.O. Box 67
Lac du Flambeau, WI 54538
715-588-3303
Email: hr@ldftribe.com

Native American preference will be applied to hiring of this position as defined in Title 25, U.S. Code, Chapter 14, Subchapter V, subsection 273 & 274. We are an equal opportunity employer with preference given to qualified Native American applicants in accordance with federal law and tribal policy.

**Lac du Flambeau Band of Lake Superior Chippewa Indians
Nonexempt Position Description**

A. TITLE OF POSITION: On-Reservation Creel Count Crew Member/Closed Lake Observer
(4 Temporary Positions)

B. DEPARTMENT: Conservation Law

C. SUPERVISOR'S TITLE: Chief Conservation Law Officer

D. DESCRIPTION OF DUTIES: The primary responsibility of this position is to be familiar with reservation waters/boat landings to monitor fish harvest by tribal members and non-members. This required accurate fish species identification, length measurement accuracy, and tally count accuracy. This job required working in all types of weather (rain, snow, sun/heat) and irregular hours when fish harvest activities occur. Will also monitor closed lakes and report findings to Tribal Conservation Officers for enforcement action. Specific responsibilities include but are not limited to the following:

1. Must be familiar with reservation waters and boat landings to monitor fish harvest by tribal members and non-members.
2. Position will be required to monitor reservation lakes closed to spearing activities and report observations to Tribal Conservation Officers, who will take enforcement action.
3. Requires accurate fish species identification, length measurement accuracy to ¼ inch and tally count accuracy.
4. Position requires working in all types of weather and irregular shift hours (weekends, nights, and holidays.)
5. Must be able to make contact and /or interview general public when necessary to gather fish harvest data/information.
6. Knowledge and experience with portable radios is preferred.
7. Personal vehicle may be used to get to boat landing/water bodies within reservation.
8. All other duties as assigned.

E. POSITION RELATIONSHIPS:

1. **Internal:** Daily/nightly contact with Conservation Enforcement personnel, and other creel team members to discuss duty assignments, harvest information, and other relevant communication. Other contacts may include sharing information with other Tribal Natural Resource Program personnel while in field/office setting.
2. **External:** Daily/nightly contact with the general public and persons harvesting fish within the reservation boundaries. Other contacts include information sharing with other Tribal Natural Resource Program personnel while in the field.

F. SUPERVISORY RESPONSIBILITIES: None

G. SUPERVISION RECEIVED: Chief Conservation Officer or other Conservation Enforcement personnel.

H. EDUCATION: High School Diploma or equivalent is required.

I. EXPERIENCE: Experience in contacting or dealing with the general public is preferred. Experience with fish identification, measuring and counting harvested catch is preferred.

J. SKILLS: Ability to read measuring device, record accurate fish counts, and identify fish species found in Northern Wisconsin region. Must have ability to use binoculars to view boats on waterways.

K. WORKING ENVIRONMENT:

1. **Work Conditions:** Work outdoors, office setting on occasions, and ride in or operate motor boat.

2. **Exposure to Hazards:** Must have ability to work in all weather conditions and be able to ride or operate motor boat.

3. **Physical Requirements:** Must be able to lift at least 50 pounds.

L. BEHAVIOR: The vision, goals and objectives of the Lac du Flambeau Band of the Lake Superior Chippewa Indians requires the On-Reservation Creel Count Crew Member/Closed Lake Observer to perform in both a professional and personable manner. The manner in which the employee relates to fellow employees, customers and visitors is considered parallel in importance to technical knowledge and ability. Respect and consideration given to the dignity of each customer, visitor and fellow employee is a requisite of successful job performance. Any attitude or behavior that will tarnish the name or reputation of the Lac du Flambeau Tribe will not be tolerated and is subject to disciplinary action.

M. OTHER: Demonstrate a strong commitment to cultural beliefs and values of the Lac du Flambeau Band of Lake Superior Chippewa Indians and the governing Tribal Council. Practices cultural sensitivity at all times, recognizing the respective diverse work styles within the organization and the Lac du Flambeau community. **Must possess a valid WI Driver's license, proof of insurance, along with access to personal vehicle.** Must submit to a drug test prior to commencing employment and random testing thereafter. Criminal background check required applicable to the job description. As an employee of the Tribe, he/she will be subject to the Policies and Procedures of the Lac du Flambeau Band of Lake Superior Chippewa Indians.

N. SIGNATURES:

Employee

Date

Manager

Date

Previously signed

Tribal Administrator

Date

Previously signed

Human Resource Director

Date