

**Ute Indian Tribe
Fish and Wildlife Department
Conservation Officer Job Description**

Description of Work

General Statement of Duties: Performs fish & wildlife management work and professional Wildlife Law Enforcement in the Fish and Wildlife Department.

Supervision Received: Works under the direct supervision of the Fish and Wildlife Assistant Director and general supervision of the Fish and Wildlife Director.

Supervision Exercised: As Required

Examples of Duties (Examples may be excluded but are not limited to the following.)

- 1) Carries out orders of Fish and Wildlife ranking officials. Prepares written reports of incident, daily, and weekly activities as well as additional narrative and statistical reports as required.
- 2) Testifies in court concerning arrests, citations and investigation. Receives training and guidance from technical supervisor in various aspects of Wildlife Law Enforcement and management work.
- 3) Patrols assigned area of the reservation during hunting, fishing and trapping for all violations; makes arrests and issues citations as necessary. Conducts investigation of all violations committed. Reports related resource violations to the proper departments. Check individuals for appropriate license, permit and tags.
- 4) Remains on call twenty-four hours a day. May be required to work seven days a week from dawn to dusk or during night time hours during hunting, fishing, and trapping seasons; will be required to camp to ensure proper enforcement of Federal, State and Tribal laws, ordinances and Proclamations related to Fish and Wildlife Management.
- 5) Operates a two-way radio as needed. Performs related work as required.
- 6) Supervise temporary and/or seasonal employees as required. Perform all Fish and Wildlife Management work as assigned to ensure the proper management and propagation of all species of fish and wildlife on the reservation.

Minimum Qualification

Required Knowledge, Skills and Abilities:

- 1) Working knowledge of Federal Law, State Law and Tribal Laws pertaining to Fish and Wildlife Management.
- 2) Working knowledge of tribal land boundaries and main and secondary roads.
- 3) Knowledge of Law Enforcement Principles and Procedures.
- 4) Ability to enforce Law and Ordinances pertaining to Fish and Wildlife Management.
- 5) Ability to effectively communicate verbally and in writing.
- 6) Ability to learn Conservation Law Enforcement.
- 7) Ability to establish and maintain effective working relationships with employees and the general public.

Education and Experience

- 1) High School Graduate (Diploma) or equivalent (GED Certificate).

Necessary Requirements

- 1) Must be **21 years of age or older**.
- 2) Must possess a **Valid Utah Drivers License**, preferably Class C and able to obtain a Tribal Driver Licenses.
- 3) Will be required to attend Conservation Enforcement Academy and/or acceptable law enforcement training (Category 1, Full-time Wildlife Officer Status). Mandatory within 1 year of employment.
- 4) If for any physical or academic reason the conservation officer attends and fails to complete the aforementioned academy training (Sec #3), he/she will be given one more opportunity to complete the academy within one year of the previous failure. If the conservation officer fails to complete the academy training the second time for any reason, he/she will be terminated from his/her position as conservation officer with the Ute Tribe Fish and Wildlife Department.
- 5) Individuals must be a high moral character; have ability to work in stress situations; have capacity for effective public relations; be honest, trustworthy and possess sound judgment

- 6) Must be in good physical condition. Will be required to pass a physical fitness course.
- 7) Must be able to clear background investigation. The applicant must receive a satisfactory background clearance. Applicant must not have plead guilty or been convicted of felony offense, in any court Tribal, State or Federal. (Deferred sentence or expunged of conviction or disqualifying factors). Applicant must not have pleaded guilty or been convicted of any misdemeanor offense, included but not limited to: Domestic Violence, Assault, Public Intoxication, etc. Any Driving Under the Influence (DUI) offense within the last three years or the offense of moral turpitude, included but not limited to Moral Corruption, Depravity, Dishonesty, Perjury, Presenting Insufficient Funds Check, etc. in any court, Tribal, State or Federal. Applicant must not be the subject of an administrative or Internal Affairs Investigation.
- 8) Will be required to apply, obtain and maintain a Federal Commission. (Deputy Special Officers Commission).
- 9) Will be expected to conduct them selves in a manner becoming an officer of the law and in accordance with department Code of Ethics, policies and standards both on and off duty.
- 10) Must pass a Utah Criminal Background Check and pass a Pre-Employment Drug/Alcohol Test.
- 11) Must sign a release of authorization to attend complete a background check, before interview is scheduled.
- 12) Must have a valid Utah State Drivers license to obtain a Tribal drivers license.
- 13) Must successfully complete a (3) month's probationary period during which incumbent will be Evaluated for satisfactory performance of typical duties listed.