



Pride of the Ojibwe  
13394 W Trepania Road  
Hayward • Wisconsin • 54843  
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## **\* Job Announcement \***

<b>POSITION:</b>	<b><u>Chief of Police</u></b>
<b>POSTING DATE:</b>	<b>October 15, 2024</b>
<b>CLOSING DATE:</b>	<b>Open Until Filled</b>
<b>SALARY:</b>	<b>Negotiable (D.O.Q.)</b>
<b>LOCATION:</b>	<b>LCO Tribal Police Department</b>
<b>SUPERVISION:</b>	<b>LCO Tribal Governing Board and LCO Public Safety Commission</b>
<b>DEPARTMENT:</b>	<b>LCO Tribal Police Department</b>

### **Position Summary:**

The Chief of Police position is responsible for the direction of all operations of the Lac Courte Oreilles ("LCO") Tribal Police Department. Responsibilities include monitoring and supervision of all departmental personnel to ensure work performance. Work performance should meet standards set forth for the LCO Tribal Police Department by policies and standards approved by the Tribal Governing Board and the State of Wisconsin standards. The Chief of Police reviews and assures that all requests for assistance are completed in a professional, timely fashion and that all necessary reports are completed accurately. The Chief of Police establishes department goals and priorities and implements policies. The Chief of Police reports to the LCO Tribal Governing Board and the LCO Public Safety Commission.

### **Minimum Qualifications:**

1. Professional mature Adult. Tribal preference preferred but not required.
2. Valid Wisconsin motor vehicle operator's license or valid license from another state.
3. Must be a certified law enforcement officer by the Wisconsin Training and Standards Board and must be able to be deputized by Sawyer County.

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4. Bachelor's degree in law enforcement field (or closely related field) or must have experience working within the Law Enforcement field.
5. Must be able to communicate effectively, both orally and in writing.
6. Must be computer savvy.
7. Must be able to maintain confidentiality in all Law Enforcement matters and sign a Confidentiality statement upon hiring.
8. Must not have been convicted of a felony in any state or federally or have any domestic abuse charges.
9. Must be of good moral character.
10. Must reside and maintain residency on or within 20 miles of the LCO Reservation after hiring.
11. Must have experience working in a supervisory/managerial position.
12. Must have experience in fiscal management and administration.
13. Excellent ability to plan, organize and schedule priorities efficiently and effectively.
14. Excellent leadership/management skills.

**Physical, Emotional and Mental Requirements:**

1. Must be free of any physical, emotional, and/or mental condition that may adversely affect performance of law enforcement duties.
2. The performance of routine tasks requires a capacity to intermittently sit, stand, walk, bend, and occasionally lift heavy objects.
3. Physically be able to perform all duties required of law enforcement personnel.
4. The ability to physically be capable of assisting subduing violent and unruly individuals.
5. The ability to fire weapons both by hand and from the shoulder and to operate other police equipment.

**Essential Duties and Responsibilities of the Chief of Police:**

1. Be responsible for and have charge over all law enforcement functions related to the Tribal Police Department within the jurisdiction of the Tribe.
2. Be in command of the Tribal Police Department, and all Tribal Police Department employees.
3. Instruct, train, and advise law enforcement officers in their functions, duties, and responsibilities for the efficient maintenance of law and order on reservation lands.
4. Report to the Public Safety Commission and the Tribal Governing Board on Tribal Police activities as requested.
5. Select and recommend persons for hiring, promotions, and dismissal from the Tribal Police Department consistent with Tribal law.
6. Provide all law enforcement officers to the Tribal Court to perform bailiff service, service of Court papers or transportation of prisoners, if applicable.
7. Assist the Public Safety Commission in the development of Tribal Police policies and procedures manual to serve as a standard of conduct to ensure the efficient maintenance of law and order on reservation lands.

8. Ensure cooperation with other law enforcement agencies.
9. To designate an acting Chief of Police in his/her absence.

**Additional Duties and Responsibilities:**

1. Enforce Tribal codes and ordinances on the Lac Courte Oreilles Reservation.
2. Enforce applicable State laws on the LCO Reservation.
3. Enforce Tribal and State Court Orders on the LCO Reservation.
4. Patrol the LCO Reservation and investigate complaints on the Reservation.
5. Respond to accidents and assist other Law Enforcement personnel as needed.
6. Performs the preliminary and follow-up investigation at the scene of an accident or reported incident(s).
7. Provide first aid in emergency situations and call in additional medical/rescue help as needed.
8. Provide crime prevention assistance to persons on the LCO Reservation.
9. Work with Tribal agencies to develop and implement juvenile intervention programs.
10. Conduct programs with schools to promote positive relationships between youth and Law Enforcement.
11. Will be called upon to appear in court to testify.
12. Must be willing and able to obtain additional education/training.
13. Must maintain detailed written log record of on-duty activities and reports of all official action taken in accordance with the guidelines and procedures of the Lac Courte Oreilles Tribal Police Department.
14. Patrol duties as needed and aiding for funeral processions.
15. Other duties and responsibilities on the reservation as directed LCO Tribal Governing Board upon recommendations from the LCO Public Safety Commission.
16. Serves as a supervisor to all sworn police officers providing the daily delivery of police services.
17. Assigns personnel to patrol for the prevention of crime, the apprehension of criminals, and the detection of crimes that have been committed.
18. Development of department policies, regulations, goals, procedures, and priorities in accordance with Tribal, State, and Federal laws and regulations.
19. Prepares the annual budget. Maintains records of the department for the preparation of the department budget, regularly monitoring expenditures to ensure they are within budget and that fund balances are appropriate.
20. Reviews prepared records of training needs and attendance in training sessions by department personnel and ensures accuracy.
21. Perform other related duties as assigned or required,
22. Provides backup to patrol officers as required.
23. Prepares annual review of the department's long-range plans and goals.
24. Reports as directed by the Tribal Governing Board and to the Public Safety Commission.

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**Application Procedure:**

Submit completed LCO Employment Application, resume, educational achievements, at least three (3) letters from personal references, and any other supportive documents. Resume should indicate personal information related to position for which applicant is applying including education, experience, professional and/or community involvement, and availability. Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.

**MAIL, FAX OR EMAIL ALL INFORMATION TO:**

**Lac Courte Oreilles Tribal Government**

**ATTN: Human Resource Department**

**13394 W Trepania Road**

**Hayward, WI 54843**

**Fax (715) 634-4797**

**HR Fax (715) 699-1209**

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***Tribal Preference will apply to qualified applicants in accordance with the  
Lac Courte Oreilles Policies & Procedures Manual.***