



*Shoshone Tribe  
Human Resource Dept.  
P.O. Box 538  
Fort Washakie, WY 82514  
Phone: (307) 332-2005, Ext. 160  
Fax: (307) 332-9883*

**POSITION:** Game Warden  
**EMPLOYER:** Eastern Shoshone Tribe - Fish and Game Department  
**SALARY:** DOE  
**OPENING DATE:** May 17, 2015

**CLOSING DATE:** May 31, 2015

**QUALIFICATIONS:**

Must provide a copy of high school diploma or GED. 2 year Criminal Justice Degree preferred. At a minimum of Wildlife Management and Enforcement 5 years' experience. Must have a valid Wyoming State Driver's License and be insurable through the tribe's insurance carrier throughout employment. Must be twenty-one years of age. Must have had no felony convictions, or misdemeanors under investigation, indictment or on trial for any criminal offense, or convicted of a crime involving drugs, domestic violence, child abuse or firearm violations within the last seven (7) years and must be able to pass a criminal background check to demonstrate applicants eligibility and suitability in compliance with Tribal, state and federal laws.

**GENERAL STATEMENT:**

Game wardens are responsible to patrol and enforce and uphold the Eastern Shoshone Tribes Fish & Game Code, regulations and applicable laws. The majority of the work will be performed outdoors with minimal percentage of the time in the office for training, writing reports, and preparing and presenting evidence into the proper courts.

**SUPERVISION**

This position is supervised and evaluated by the Tribal Fish and Game Director. A chain of command is utilized at all times.

**DUTIES AND RESPONSIBILITIES**

1. Patrols the Eastern Shoshone Tribes Treaty Rights areas located both on and off the Wind River Indian Reservation. Patrols primarily in single person units or patrols. Cites fish & game violators. Patrols by vehicle, boat, snowmobile, horseback, motorcycle, by air or on foot. Maintains contact with headquarters by two-way radio.
2. Enforces Tribal Game Code, Law and Order Code, Livestock Ordinance and other applicable Ordinances and Laws.
3. Maintain a high degree of personal ethical standards and law abiding conduct in accordance with the Code of Conduct, on and off duty.
4. Reports to duty in a professional manner by maintaining work punctuality and attendance, including mandatory training/meeting sessions.
5. Maintains a positive and productive working relationship with co-workers, all job contacts, general public, governmental, public agencies and private organizations.
6. Operates vehicle and handle equipment safely and legally.
7. Investigates incidents involving fish and game violations, issue citations, warnings or confiscates fishing and hunting permits or equipment used in violations. Checks hunting/fishing permits, game tags, and tribal identification cards.
8. Processes violators through the court system depending upon the type of violation.
9. Maintains a level of physical fitness to perform job duties which may include but not be limited to heavy lifting, field dressing and processing large game animals, hiking for long periods of time in difficult terrain and performing search and rescue operations in climate weather conditions.
10. Posts and maintains signs in the back country areas within the reservation boundaries to inform the public of various restrictions and regulations.
11. Seizes and tags equipment or contraband used by Fish and Game violators and arranges for proper storage until violation is processed through the judicial system and final disposition orders are issued.
12. Performs Search and Rescue Operations for missing and/or lost hunters, fisherman or other persons in the back country. Assists various enforcement agencies in emergency or back up call situations.
13. Assists in fish and wildlife conservation management. Takes creel census and collects data on fish and wildlife.
14. Assists motorists or various individuals out in the field when assistance is needed.

15. Informs tribal members of any changes of present Fish and Game Laws. Uses sound judgment and discretion during emergencies and in the performance of basic job functions.
16. **Must maintain strict confidentiality of all information processed through the department including records, reports, documents. Must maintain strict confidentiality of all information, conversations, etc.** A breach of confidentiality will be subject to appropriate disciplinary action, up to and including termination from employment.
17. Conducts self with a professional mannerism that will bring credit to the Tribal Government.

#### **SPECIAL CONDITIONS OF EMPLOYMENT**

As a condition of continued employment officers are required to maintain special employment standards for law enforcement including but not limited to:

1. Must maintain physical and mental fitness for duty in accordance with department standards.
  2. Successful completion and scoring of authorized firearms.
  3. Successful attendance and completion of required BIA training programs.
  4. Must be able to keep up certifications to obtain and hold a Special Law Enforcement Commission through the Bureau of Indian Affairs
- Performance Standard shall include but not be limited to:
1. Ability of dependable attendance and reliability
  2. Efficient use of public relation skills to provide quality public service
  3. Ability to work independently with little supervision
  4. Demonstrate knowledge of practices and procedures utilized in working environment

Permanent status is contingent upon completion of a police academy. As a condition of continued employment the incumbent must successfully pass examinations including but not limited to physical and firearms testing.

#### **KNOWLEDGE, ABILITIES, AND SKILLS**

Performance Standard shall include but not be limited to:

1. Ability to maintain dependable attendance and reliability
2. Efficient use of public skills to provide quality customer service
3. Ability to provide quality and efficient services
4. Ability to establish and maintain effective working relationship with staff
5. Ability to work independently with little supervision
6. Demonstrated knowledge, skills and abilities necessary to work effectively in an office setting environment.

Duties and responsibilities will include other activities and areas as needed to carry out position functions.

**Certified Officer** - applicant must have one (1) year prior experience with basic police training from the Federal Law Enforcement Training Center (FLETC), and past employment must demonstrate a good employment record.

**Non-Certified** - applicant who do not have a basic law enforcement academy and require training at the FLETC (Federal Law Enforcement Training Center) for the Basic Police Academy or the Wyoming Law Enforcement Academy within a year of their employment. The Enforcement Academy is 12 weeks in duration.

Must pass a criminal background check and character background check to demonstrate sound mental and social behavior eligibility and suitability in compliance with the Law & Order Code, and Indian child Protection and Family Violence Prevention Act, 25 USC, §3301; and P.L. 104-208, Gun Control Act as amended.

Must qualify with a service handgun under the training and supervision of a firearms instructor.

Must demonstrate knowledge of reservation and off reservation treaty hunting and fishing areas or the ability to learn area within a short period of time.

Must demonstrate the ability to communicate clearly, verbally and in writing.

#### **TO APPLY:**

A complete application must be submitted to the Eastern Shoshone Human Resources Office, P. O. Box 538 Fort Washakie, WY 82514 or you may call (307)332-2005 for more information. Applications can be found online at [easternshoshone.org](http://easternshoshone.org) and can be submitted via email to [saragon@easternshoshone.org](mailto:saragon@easternshoshone.org) or faxed to 307-332-9883 and are accepted until 4:45 PM on the closing date. **Must submit to a drug test. Tribal preference applies.**