

FORT BELKNAP INDIAN COMMUNITY  
Fort Belknap Agency  
R.R. 1 Box 66  
Harlem, Montana 59526

TITLE: Game Warden

STATUS: Permanent/Full-Time

PROGRAM: Fish and Wildlife

SALARY: Negotiable

DEPARTMENT: Fish and Wildlife

LOCATION: Fort Belknap Reservation

SUPERVISION RECEIVED: Incumbent works under the close supervision of the Fish and Wildlife Admin Assistant.

SUPERVISION EXERCISED: None.

GENERAL DESCRIPTION OF DUTIES: The duties of this position require the incumbent to enhance and protect the Fish, Game and Wildlife of the Fort Belknap Indian Community. Will perform an unlimited number of duties requiring a high degree of responsibility for independent judgment and for on the spot decisions, especially in the use of firearms. All applicants may be required to complete a job interview with the Personnel department and Fish & Wildlife staff. Performs and assist co-workers with the following:

1. Cooperate with Federal, Tribal law enforcement officials and wildlife biologist in performance of duties.
2. Gather evidence to support court cases as necessary and testify in appropriate courts when required.
3. Identify a variety of fish and wildlife species to establish base line data and to develop management plans for review by supervisors.
4. Responsible for enforcement of Tribal and Federal Codes, regulations and ordinances pertaining to Fish, Game and Wildlife on the fort Belknap Indian Reservation.
5. Will provide backup for all Law Enforcement personnel on an on-call basis. Will also be on-call for natural disasters and all emergencies including search and rescues
6. Patrols assigned area to insure compliance within state and federal fish, game and wildlife conservation laws.

7. Checks licenses; bag limits, boating safety, snowmobile licenses, park and recreation area regulations, boating safety regulations, checks enrolled and non-enrolled hunters for compliance with hunting laws.
8. Investigates hunting accidents reports and wildlife damage on private property.
9. Checks meat and processing plants and license agents.
10. Prepares written reports of incidents, bi-weekly activity report, detailed narrative and statistical reports as required.
11. Conducts surveillance and investigations, process arrest and/or search warrants, assure compliance with Tribal and Federal statutes including the Revised law and Order Code and related ordinances.
12. Performs other duties that can be reasonable expected to promote the efficiency of the Fort Belknap Tribal Government.
13. Will be required to work nights, weekends and holidays in all weather conditions.
14. Will be required to setup and/or assist with game check stations

**KNOWLEDGE, SKILL AND ABILITY:** Working knowledge of wildlife conservation laws; law enforcement techniques, principles of wildlife management. Knowledge of search, seizure, questioning and arrests. Knowledge of and certification in the use of firearms and defensive weapons used in performing the work of the position. Knowledge of radio procedure and ability to operate radio equipment. Skill in the operation of field equipment. Ability to establish and maintain effective working relationships with co-workers, other agencies and the general public; to follow written and verbal instructions. Possess the skill to communicate, both orally and in writing. Must be computer capable.

**EDUCATION:** Must possess a high school diploma or its equivalent.

**EXPERIENCE:** previous police and/or wildlife training preferred.

**SPECIAL CONDITIONS:**

1. Possess a valid State of Montana Driver's License and be eligible at ordinary and reasonable cost, for inclusion with the Master Tribal Insurance Policy.
2. Must have never been convicted of a felony; nor been convicted of a misdemeanor one (1) year prior date of appointment. Conviction of a felony or

misdemeanor during course of employment is sufficient cause for immediate dismissal.

3. Incumbent must show evidence of having passed a physical and mental examination, administered by a recognized medical authority, which demonstrates the individual's capacity to satisfactorily perform the described duties. Incumbent will be subject to similar annual medical examinations.
4. Incumbent must possess firearms certification as described in 25 CFR part 12.
5. Will be subject and not test positive to initial and periodic drug testing.
6. Possess or obtain First Aid and Cardio-Pulmonary Resuscitation (CPR) certification within one month of service entry date.
7. Must complete basic law enforcement academy within one (1) year of appointment.
8. Required to be available for additional training after completion of the basic police academy.
9. Must be able to pass a thorough background check.