

GREAT LAKES INDIAN FISH & WILDLIFE COMMISSION

P.O. Box 9 • Odanah, WI 54861 • 715-682-6619 • FAX 715-682-9294

www.glifwc.org

• MEMBER TRIBES •

MICHIGAN

Bay Mills Community
Keweenaw Bay Community
Lac Vieux Desert Band

WISCONSIN

Bad River Band
Lac Courte Oreilles Band
Lac du Flambeau Band
Red Cliff Band
St. Croix Chippewa
Sokaogon Chippewa

MINNESOTA

Fond du Lac Band
Mille Lacs Band



JOB ANNOUNCEMENT

POSITION:

Conservation Warden

LOCATION:

Applicants must be willing to relocate near their assigned duty station upon successful completion of their Field Training.

DUTY STATIONS:

(3) Total: (1) Brimley, MI; (1) Park Falls, WI; (1) Hayward, WI.

You must identify the duty station(s) you are applying for in your cover letter.

SALARY RANGE:

GLIFWC PAY SCHEDULE:

Grade 7 Step 5 - \$42,536 - Grade 7 Step 6 - \$43,787
(Dependent on qualifications)

CLASSIFICATION:

Permanent, Full-Time

POSTING DATE:

December 13, 2022

CLOSING DATE:

January 31, 2023

SUPERVISION:

Reports to assigned District Lieutenant. Performs the duties listed below in a manner consistent with Commission's Policies and Procedures.

DUTIES AND RESPONSIBILITIES:

- Perform various conservation law enforcement tasks. Such as, monitoring hunting, fishing, and gathering activities; issuing citations; writing reports; handling evidence; testifying in court; issuing licenses and permits; public speaking; instructing safety classes; participating in community outreach events.

Qualifications and Standards:

- Must be a U.S. citizen.
- Must possess a valid driver's license and be insurable under GLIFWC's insurance policy.
- Must be at least 21 years of age.
- Must successfully pass the minimum entrance level fitness test.
- Must be of good moral character.
- Must be able to legally possess a firearm.
- Must be able to work nights and weekends.
- Be free of any physical, emotional, or mental health condition which might adversely affect law enforcement performance.
- Must be able to react quickly and effectively to stressful situations.
- Must be able to understand oral and written instructions.
- Must have proficient writing and oral communications skills.
- Must be able to perform physical, mental, and sometimes strenuous duties conducted at odd times and locations.
- Must have earned 60 college credits from an accredited college or university.
 - Exceptions:
 - Applicants who will meet the 60-college credit requirement at the end of the spring 2023 semester.
 - Applicants who have been granted a college credit waiver from the Wisconsin Department of Justice Law Enforcement Standards Board.

Training:

- Applicants that are not already eligible for Wisconsin Law Enforcement Standards Board Certification, must attend and successfully complete a Basic Law Enforcement course (720 – hour).
- Recruit Wardens must complete a one-year Field Training Program.

Retirement:

- The Great Lakes Indian Fish & Wildlife Commission contributes 6% of your gross income into a 401K plan.

Health Insurance:

- Employees are eligible for health insurance the first day of the pay period after the

enrollment form is completed. Health Benefits include, Medical, Dental, and Vision benefits.

- Medical benefits are provided through the Federal Employees Health Benefits (FEHB).
- Eligible employees can choose their own FEHB benefits. Employer pays 87.5% of annual insurance premium.
- Dental benefits are covered by Delta Dental. This is a policy which allows you to choose the Dentist of your choice. Deductibles are very low. Many services such as exams and X-rays are covered 100% with no deductible. Services such as fillings, extractions, surgery, and root canals are covered 80% after \$25 deductible. Orthodontic treatment is covered 50% up to a maximum of \$2000 per year. Employer pays 75% of annual insurance premium.
- Vision benefits are covered by Reliance Standard. The vision plan is \$350.00 per person per year. Employer pays 75% of annual insurance premium.

Long-term Disability:

- Long-term disability is covered by Reliance Standard and is covered 100% by GLIFWC.

Term Life Insurance:

- Insurance starts the 1st of the month following 30-day waiting period.
- Term Life insurance is covered by UNUM. GLIFWC pays for the first \$10,000 of life insurance.
- The employee can opt to buy additional insurance for self, spouse, or children.

NOTE:

This position has been classified as 50% tax exempt for qualified individuals under Internal Revenue Code §7873—Tax Exemption for income derived from treaty fishing rights-related activities.

Applicants will be required to complete the following: oral interview; written examination; medical examination; psychological evaluation; drug screening; background investigation & physical fitness test.

The Great Lakes Indian Fish & Wildlife Commission's Conservation Enforcement Division is prohibited from hiring anyone who has been:

- Convicted of a felony.
- Convicted of a misdemeanor crime of dishonesty, moral turpitude, Domestic Violence, or other crime resulting in serious physical injury to another.
- Convicted of driving under the influence.

Or anyone that:

- Has illegally used, transported, manufactured, or sold a controlled substance.
- Lies, omits, or provides misleading information on the Great Lakes Indian Fish and Wildlife Commission application.

APPLICATION PROCEDURE:

Email a completed GLIFWC Special Enforcement Application (available at: www.glifwc.org), cover letter, resume, college transcripts, and if applicable, college transcript waiver, and an undeleted DD Form 214 to:

Jill Miller, Administrative Assistant
Great Lakes Indian Fish and Wildlife Commission
72682 Maple Street, PO Box 9
Odanah, Wisconsin 54861
(715)685-2112
Jmiller@glifwc.org



Great Lakes Indian Fish and Wildlife Commission

Conservation Warden Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First Middle

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date of Birth: _____ Age: _____ Driver's License #: _____

Place of Birth: _____ Social Security Number #: _____

Gender Identification: _____

Position Applied for: _____

Are you a citizen of the United States? YES NO YES NO
 If no, are you authorized to work in the U.S.?

Have you ever worked for GLIFWC? YES NO
 If yes, when? _____

Are you employed now? YES NO YES NO
 If yes, may we contact your employer?

Are you a member of a Federally recognized Indian Tribe? YES NO
 Which Tribe? _____

Tribal ID Number: _____

List below, all other names you have used, including nicknames: If married, provide former name. During what period and under what circumstances were these names used? If you have ever legally changed your name, give date, place and circumstance.

Residence

List chronologically ALL addresses of residences lived at during the past 10 years.

Dates		Street Address	City	State
From	To			

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Degree: _____

Course Pursued: _____ Number of Credits: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Degree: _____

Course Pursued: _____ Number of Credits: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO
 Degree: _____

Course Pursued: _____ Number of Credits: _____

*****ATTACH TRANSCRIPTS (OFFICIAL OR UNOFFICIAL) FOR COLLEGES ATTENDED TO THIS APPLICATION*****

References

*Please list three professional references who are responsible adults of reputable standing in their communities.
*Please, no relatives or previous employers**

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: _____ Ending Salary: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

Military Service

Have you ever served in the Armed Forces of the United States? YES NO

Branch of Service: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

MOS / Job Title: _____

Date DD-214 Form Was Recorded: _____ County: _____ State : _____

Are you currently or have you previously been a member of the Reserve/National Guard? YES NO

If yes, Branch of Service: _____ Unit Name: _____

Unit Location: _____ Unit Phone Number: _____

Name and Rank of Immediate Supervisor: _____

Was any type of disciplinary action taken against you in the service? YES NO

If yes, type and nature of action: _____

Have you ever been rejected by any branch of the Armed Forces? YES NO

If yes, why? _____

*****ATTACH A COPY OF YOUR DD-214 FORM TO THIS APPLICATION*****

Court Records

Have you ever been convicted for violating any law, including municipal ordinance, Tribal, State, Federal, State or Tribal Natural Resources, or traffic law? (Do not include parking tickets) – List all such matters

YES NO

Date	Location	Charge	Final Disposition	Details

Have you ever been convicted of a felony?

YES NO

If yes, explain: _____

Are you required to register as a sex offender in any jurisdiction?

YES NO

If yes, explain: _____

General Information

Are you able to work:

Full Time Part Time

Are you on a lay-off and subject to recall?

YES NO

Are you willing to attend job related training?

YES NO

Are you willing to relocate to fill a vacant Conservation Warden position?

YES NO

Can you travel as the job may require?

YES NO

Do you have any physical, mental or medical impairments or disabilities that may reflect upon your suitability to perform the duties of a Conservation Warden, or which may require further explanation?

YES

NO

If yes, please explain below.

State any additional information you feel may be helpful to us in considering your application for a Conservation Warden Position.

State any specialized skills, qualifications and certifications you hold that relate to Conservation Law Enforcement.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

I authorize the investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In submitting this application, I agree to any drug testing that the Great Lakes Indian Fish & Wildlife Commission requests. I understand that any offer of employment is contingent upon the results of such testing.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in disciplinary action including termination.

Signature: _____

Date: _____