



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Open

Opening Date: 10/10/2018

Closing Date: Open Until Filled

Position Title: Chief of Police

Department: Public Safety

Work Schedule: Varies/ Flexible/ 24 Hour Operation

Wage Rate: Pay Range 69: \$89,202.32- \$114,186.52 Annually/
Non-Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- Associate's Degree
- P.O.S.T. Supervisory Certificate
- S.L.E.C. Certificate or ability to obtain if hired
- If claiming Tribal Preference please provide proof of Tribal Identification
- If claiming Veteran's Preference please attach DD214

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit To:

Human Resources
Tule River Indian Tribe of CA
340 N. Reservation Rd.
Porterville, CA 93257
E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.

Approved by TRTC 08/27/2018



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 N. Reservation Rd. Porterville, CA 93257

JOB DESCRIPTION

POSITION: Chief of Police

WORKSITE: Tule River Indian Reservation
304 N. Reservation Rd.
Porterville, CA 93257

GENERAL POSITION DESCRIPTION

The Chief of Police plans, organizes and directs Police activities of the Tule River Indian Reservation and surrounding areas including; patrol investigations, communications, records and prosecution. The Chief of Police will ensure the enforcement of laws and municipal ordinances, protection of life and property and preservation of order. Perform related responsibilities as required.

DUTIES & RESPONSIBILITIES:

1. Provides executive direction to Supervisory staff and staff personnel to ensure the Department goal and objectives are met.
2. Directs Department administrative activities including personnel, budgeting, capital expenditures program, development of annual plans and objectives and long-range planning to provide optimum support for the Departments ongoing operations.
3. Will seek outside funding and administer funds specific to Tribe's and Department's needs.
4. Ensures the effectiveness of Department personnel in performing their assigned duties through hiring, supervising, evaluating and training staff.
5. Develops and maintains the Department's relationships with other Tribal Departments, Tribal Council and other law enforcement agencies.
6. Performs a variety of community relations activities to establish and maintain an effective public image and communication network for the department.
7. Provides emergency direction to police operations as required.
8. Performs related duties as required.

QUALIFICATIONS/REQUIREMENTS:

1. Must possess an Associate's Degree.
2. Must possess an S.L.E.C. Certificate or have the ability to obtain if hired.
3. Must possess a P.O.S.T. Supervisory Certificate.
4. Must successfully complete a pre-employment drug/alcohol screen and background check.
5. Must have current practices in the management of Tribal Police Departments.
6. Must have knowledge of Criminal Law.

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7. Must have knowledge of federal, state and local laws and regulations pertaining to the conduct of law enforcement operations.
 8. Must have principles and practices of organization and public administration.
 9. Must have knowledge of municipal budget preparation and analysis.
 10. If previously employed within the Tule River Indian Tribe of California entities, you must have acceptable work history.
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Skill in:

1. Analysis of community and organization needs and development and presentation of recommendations.
2. Community and media relations.
3. Short and long-range planning.
4. Principles of supervision, training and performance evaluation.

Ability to:

1. Exercise sound judgment under highly sensitive conditions including potential injury or loss of life to others; serve time constraints and political considerations.
2. Coordinate Department operations with other law enforcement agencies.
3. Direct, evaluate, train and supervise the work of assigned personnel.
4. Communicate effectively in written and oral form.
5. Develop and maintain effective working relationships.

Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge, skill and ability is qualifying. A typical way to obtain the knowledge, skill and ability is qualifying.

1. Extensive previous experience in a Tribal law enforcement agency including both operational and administrative assignment at the management level, along with experience or education in public agency budgeting, organization and planning.

Special Requirements:

1. This position is on a 24-hour emergency call.
2. Possession of the Executive Police Officer Standards and Training Certificates.
3. Possession of or ability to obtain a valid CA. Drivers License and be insurable through the Tribe.

Physical Demands:

Positions in this class are typically situated in a standard office environment resulting in little exposure to the weather and requiring no unusual physical abilities.

This position reports to: Tribal Administrator
Supervises: Department Staff
Hours: Varies/Flexible/ 24 Hour Operation
Salary Range: Pay Range 69: \$89,202.32-\$114,186.52/YR
Paid Bi-Weekly/ Non-Overtime Eligible
Benefits: Medical, Dental, Vision, Flexible Spending Plan, PTO &
401(K).

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN
CANDIDATES, IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT;
VETERAN'S PREFERENCE