YUROK TRIBE-JOB DSCRIPTION
ENVIRONMENTAL COP

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Yurok Tribal Environmental Cop (ECop)</th>
<th>Job Code</th>
<th>Grade 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department</td>
<td>Environmental Program</td>
<td>Location</td>
<td>Yurok Reservation</td>
</tr>
<tr>
<td>Reports To:</td>
<td>Environmental Director</td>
<td>FLSA Status</td>
<td>Non Exempt</td>
</tr>
</tbody>
</table>

**ALL HIRING IS SUBJECT TO THE YUROK TRIBE’S HIRING PREFERENCE**

Salary Range $20.72-$27.03 DOE

**POSITION SUMMARY:**

Under the direction of the Environmental Director, the ECop will assist in assuring that Yurok Indian Reservation residents remain in compliance with all Environmental Ordinances & Laws.

The principal function of the ECop is to perform a variety of law enforcement duties in the enforcement Yurok Tribal Environmental Ordinances to ensure the prevention of environmental crimes. The work is performed under the supervision and direction of higher level supervisory and management personnel, but considerable leeway is granted for the exercise of independent judgment and initiative. The nature of the work performed requires an employee to establish and maintain effective working relationships with all others contacted in the course of work.

**DUTIES AND RESPONSIBILITIES:**

1. Work under supervision of the Environmental Director to enforce the Yurok Tribe Environmental Ordinances.
2. Operating a jet drive-propeller drive watercraft in all types of river/ocean conditions.
3. Operating an all-terrain vehicle (ATV) in adverse weather conditions.
4. Issue citations to ordinance violators.
5. Write legible reports and other documents as required; prepares reports and documents using correct spelling, grammar and punctuation.
6. Prepares and documents cases, completes and maintains; reports, logs and other records as required.
7. Appears and testifies in Tribal, State and Federal Courts as required.
8. Process, collects and label evidence or property as required.
9. Maintains assigned equipment and vehicles, in a clean and serviceable condition.
10. Maintains confidentiality of investigations, cases and protects the privacy and constitutional rights of all persons.
11. Performs other related duties as assigned.
12. With the guidance of upper management YTEP personnel, this position will be partially responsible for the development and capacity building of YTEPs enforcement/compliance program.
MINIMUM QUALIFICATIONS:

- One to three years’ experience working with the public in law enforcement related work.
- Skill and experience in functioning as a member of a technical workgroup or in a multi-disciplinary team environment.
- Able to exercise sound independent judgment within established guidelines and protocol.
- Must be willing to travel frequently on the remote areas of the Yurok Reservation outside of normal working hours as necessary.
- Must be willing to travel, successfully complete YTEP assigned training, and attend evening or weekend meetings as required.

EDUCATION/EXPERIENCE:

- Minimum requirement is a Bachelor’s Degree from an accredited college in Environmental Science, Natural Resource Management or a closely related discipline, or other applicable Bachelor’s Degree as it relates to law enforcement and this position, or two years of college course work at an accredited college AND 2 years’ experience in the enforcement/compliance field. (Equivalent combinations of education and experience are qualifying for this position.)
- Be able to operate a jet and propeller driven watercraft in all types of water conditions during the day and night.
- Skill and knowledge in the operation of two-way radio systems, multiple line telephones and basic computer skills.
- Basic First aide and CPR training.
- Working knowledge of the Yurok Tribe Environmental Ordinances.
- Valid Class C California State Driver’s License

CONDITIONS OF EMPLOYMENT:

1. All applicants are subject to the Tribe’s Drug and Alcohol Free Work Place Policy including pre-employment screening.
2. Must have a valid California Driver’s License.
3. Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, to enable the employee to communicate effectively;
4. Sufficient vision or other powers of observation, with or without reasonable accommodation, to enable the employee to observe and identify criminal activity, read and report license plates, and efficiently operate law enforcement equipment and firearms as required;
5. Sufficient manual dexterity, with or without reasonable accommodation, to enable the employee to operate law enforcement equipment and vehicles, render aid to the public, detain criminals, and administer sobriety and other field tests as required;
6. Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to safely lift, move, or maneuver whatever may
be necessary to successfully perform the duties of their position;
7. Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to move heavy objects, easily access tight spaces and confined areas, and sit for extended periods as required.
8. LANGUAGE SKILLS: Must have the ability to read, write and comprehend simple instructions, short correspondence, and memos. With ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.
9. REASONING ABILITY: Apply common sense understanding to carry out instructions furnished in written, oral and/or diagram form. With ability to deal with problems involving several concrete variables in standardized situations. Ability to deal with recalcitrant ordinance violators in the field.
10. PHYSICAL DEMANDS: While performing the duties of this job, the employee is frequently required to walk, stand and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift and/or move up to 20 pounds.
11. VISION REQUIREMENTS:
   - Close vision (clear vision at 20 inches or less).
   - Color vision (ability to identify and distinguish colors).
   - Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
   - Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

I, ______________________________ (print name), acknowledge receiving a copy of this job description. I also understand that, as an employee, I am expected to perform my assigned duties, to read and abide by all Yurok policies and procedures—personnel, vehicle usage, procurement, etc. I understand that any violations of all established policies and procedures may lead to disciplinary measures, up to and including termination.

_________________________________________  __________________________
Employee Signature                        Date

_________________________________________  __________________________
Supervisor Signature                      Date