



Mashpee Wampanoag Police Department

A Division of the Homeland Security Department
483 Great Neck Road So., Mashpee, MA. 02649
Phone (508) 477-0208 Extension 110



Job Title:	Law Enforcement Sergeant (Category: Essential Employee)
Location:	Mashpee Wampanoag Tribal Properties and jurisdiction
Reports To:	Wampanoag Police Department - Chief of Police or designee
Department:	Wampanoag Police Department - Law Enforcement Division
Status:	Full-time (40 Hours) with benefits
Salary/Pay:	\$36.60 per hour (\$76,128 year)
Closing Date:	Open until filled

Summary

Definition: Position Purpose

Supervising and overseeing the work of corporals and police officers in their assignments. Provide guidance, directions and support to ensure that corporals and police officers are performing their duties effectively and in accordance with department policies and procedures. Maintains safe and secure environment for tribal members, employees, and visitors by patrolling and monitoring premises and personnel. Responsible for the protection of all tribal assets. Incumbent is responsible for performing law enforcement duties in the protection and safeguarding of life and property, preservation of peace, the prevention of crime, including investigation, apprehension, detention, and arrest of persons within Indian Country and jurisdictions in compliance with tribal, federal, and state laws and perform related work as required. Administrative duties as needed.

Essential Duties and Responsibilities:

- Provides courteous and expeditious police service to the general public and tribal employees. Enforce tribal, federal, and state laws; patrols assigned areas on foot, bicycle, motorcycle, UVT/ATV, watercraft, UAV or radio car safely and within establish guidelines; responds to radio communications or telephone instructions and appears at scene of disorder or crime.
- Complete reports by recording observation, information, occurrences, and surveillance activities; interview witnesses; applying for and executing search and arrest warrants.
- Protect premises and individuals by patrolling property(s); monitoring surveillance equipment; inspecting buildings, equipment, and all access points.
- Maintains operational stability and tribal reputation by complying with all laws, rules & regulations, policies & procedures.

Essential Duties and Responsibilities: (Continued)

- Ability to work independently or as a team to complete tasks.
- Conducts investigations of disturbances, burglaries, thefts, domestic disturbances or other matters involving possible violations of the law. Assist federal agencies with their investigations under the Major Crime Act or assist in joint investigations; conducts crisis intervention and conflict resolution; prepares reports on arrests, traffic accidents, and other minor violations; provides traffic control; administers first aid to injured persons and request medical attention as required.
- Accomplishes background investigations; appears in court to present evidence and give testimony; serve court documents assist in receiving, searching, booking, fingerprinting, photographing, maintain care custody and control of prisoners/inmates. Transporting inmates to/from court and court room protection duties, maintain property or evidence; provides support services to other divisions or departments.
- MWPDP has determined that the primary duties of the position are not suitable for telework/remotely. Some tasks not related to regular duties maybe performed remotely with Chief of Police or designee prior approval.
- On-call at scheduled dates/times to respond to calls for service as a back-up or primary officer.
- Answer telephone calls, process mail, take messages, provide information and answering questions. Dispatch or Security Guard duties on occasions if situation arises.
- Adapt to changes in the work environment due to frequent changes, delays, or unexpected events, such as being ordered into work or ordered to stay with little to no notice.
- Duties and responsibilities may change as needed to protect the tribal nation.
- Community engagement and policing, focus on building positive relationships with the tribal community. Prioritize community engagement with community events, address community concerns and conduct outreach programs.
- Cultural sensitivity, respect and understand the cultural values and traditions of the tribal community. Take cultural factors into account when interacting with community members and addressing issues within the tribe. Build trust and establish effective communication with community members.
- Work under and protect Mashpee Wampanoag Tribal Sovereignty. Working in collaboration with federal and state when necessary respecting the unique status of the tribe

Essential Duties and Responsibilities: (Continued)

- Mentor and coach corporals and officers to help them improve their skills and knowledge.
- Assist with assuring staff levels are appropriate, assigned tasks are being completed and monitor the overall performance and productivity of the patrol shifts and events.
- Administrative tasks as assigned by higher-ranking officers.
- Reviews and approves corporal's and officer's reports before sending them to command staff.
- Reviewing corporal's and officer's performance and provide input on reviews, discipline, and action plans for improvement.
- Input on development of annual budget regarding patrol division needs.
- Natural resource environmental enforcement on and off reservation.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education/Experience:

High school diploma or general education degree (GED) and five (5) years of criminal justice experience.

Language Ability:

Ability to read and comprehend simple instructions, short correspondence, and memos.
Ability to write detailed reports.

Math Ability:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Reasoning Ability:

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Work Environment:

The work environment characteristics an employee encounters while performing the essential functions of this job are unpredictable. For example: The noise levels maybe loud, weather maybe warm, cold or wet.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand; walk; run while in uniform and with full duty gear. Fitness test maybe requested.

Requirements: Conditions of Employment

- United States Citizenship Required.
- Minimum age 26 years of age to apply.
- Maximum 62 years of age to apply.
- Active Massachusetts driver's license.
- Valid Massachusetts License To Carry Class A permit (LTC).
- Complete CPR and First Responders training.
- Complete basic defensive tactics training.
- Complete firearms training, includes handgun, long guns, less than lethal and electric weapons.
- Signed Confidentiality Agreement with the MWPD / HLSD.
- Comprehensive Background Check - The background check will be used to evaluate an applicant's character, integrity and trustworthiness as it pertains to the sensitive nature of the tribal area to be protected and a favorable adjudication.
- Must be able to pass a drug screening/testing. This position is subject to both pre-employment and random drug screening/testing as a condition of employment. Applicants will not be appointed to the position if a verified positive drug screening test is received. **(NOTE: No medical or recreational marijuana allowed.)**
- Successfully complete a probationary period of 12 months. During this time frame if the individual does not successfully fulfill the duties satisfactory, the individual will be demoted to the rank Corporal.
- Complete psychological and physical exam.
- Complete Criminal Jurisdiction in Indian Country Course.
- Complete NCIC/FBI Tribal Access Program (TAP) training classes.

Hiring Preference Order

- Preference in filling vacancies is given to Native Americans of a United States of America Federal Recognized tribe, proof of enrollment shall be submitted with the application. Accordance with the Indian Preference Act. (Mashpee Wampanoag Tribe preference)
- All other applicants/candidates.

IMPORTANT NOTE:

This position will be filled with a fully trained candidate.

Some of the above requirements maybe waived due to prior law enforcement employer conducting the requirements or POST certified (Federal/State certified/licensed).

SEND TO:

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