Houlton Band of Maliseet Indians

Job Description

Approved by Council: 4/29/25

Tribal Chief of Police

STATUS: Full-time

SALARY: $38.46-$43.26/hr

SUPERVISED BY: Tribal Chief

ROLE: The Chief of Police serves as the chief administrative officer of the department and is responsible for overseeing and directing the law enforcement operations within tribal jurisdiction. This includes ensuring public safety, enforcing tribal, state, and federal laws, and maintaining strong community relationships. The Chief of Police will develop and implement department policies, manage personnel, and coordinate with other law enforcement agencies to protect tribal members and assets.

POSITION RESPONSIBILITIES:

- Develop and implement policies and procedures that align with tribal sovereignty, adhere to tribal, state, and federal laws, and integrate community policing strategies
- Develop and manage department budgets, allocate resources efficiently, and secure grants or funding to support tribal law enforcement initiatives
- Oversee patrol operations, criminal investigations, emergency response, and crisis management efforts to ensure the protection of all residents and properties within the tribal community and the safety of law enforcement personnel
- Perform staff evaluations
- Responsible for the efficiency and discipline of personnel under command.
- Coordinate with tribal, state, and federal law enforcement agencies to address jurisdictional matters and enhance public safety.
- Ensure compliance with tribal laws, federal regulations, and law enforcement best practices.
- Develop and implement crime prevention and intervention programs tailored to the community's needs.
- Oversee patrol operations, criminal investigations, emergency response, and crisis management efforts to ensure the protection of all residents and properties within the tribal community and personnel
- Lead, train, and mentor officers in culturally competent and trauma-informed law enforcement practices, emphasizing de-escalation techniques, conflict resolution, and restorative justice.
- Foster strong relationships with tribal leadership, elders, and community members to enhance trust and collaboration.
- Collaborate cooperatively and effectively with other tribal department heads, focusing on achieving the goals of the Houlton Band of Maliseet Indians.
- Establish and maintain relationships with tribal and non-tribal stakeholders

- Engage with community members and address concerns through public meetings, school outreach programs, and proactive policing efforts to address safety concerns and strengthen relationships between law enforcement and the public.
- Ensure adherence to tribal laws, federal regulations, and law enforcement best practices while maintaining accountability and transparency within the department.
- Design and implement crime prevention, intervention, and rehabilitation programs that address substance abuse, domestic violence, and youth crime, tailored to the needs of the tribal community.
- Maintains as much personal contact as possible with businesses, civic, cultural, religious, recreational, charitable, youth and media agencies, in creating cohesive community relationships.
- Participates in the Healing to Wellness Court process.

QUALIFICATIONS

MINIMUM

Leadership & Management

- Experience in management
- Proven ability to lead, mentor, and manage a team of officers in a culturally sensitive and community-oriented policing model.
- Strong budget management skills and experience in the grant application process for law enforcement funding.

Legal & Jurisdictional Knowledge

- Understanding of federal, state, and tribal laws, including jurisdictional complexities within Indian Country.
- Knowledge of the Indian Civil Rights Act, Tribal Law and Order Act, and agreements such as cross-deputization with local and state agencies.
- Familiarity with treaties, sovereignty issues, and tribal governance structures, or willingness to learn.

Ethics & Background Requirements

- Must pass a comprehensive background check, including criminal history, credit, and employment verification.
- No felony convictions or domestic violence-related offenses.
- Must possess a valid State of Maine driver’s license and meet tribal insurance requirements.

Physical & Mental Requirements:

- Ability to perform all physical duties associated with law enforcement, including patrolling, emergency response, and defensive tactics.

- Strong decision-making skills under high-pressure situations.

Community Relations & Cultural Awareness:

- Ability to engage with tribal leaders, council members, elders, and the community to promote public safety initiatives.
- Excellent interpersonal, verbal, and written communication skills and conflict resolution skills.

PREFERRED

Education & Experience:

- A bachelor's degree in criminal justice, law enforcement, public administration, or a related field (a Master's degree is preferred); however, an equivalent combination of education and experience that demonstrates ability and professional knowledge will be considered.
- Maine Criminal Justice Academy graduate required, or a graduate of a POST, Peace Officers Standards and Training course, approved by the Maine Criminal Justice Academy and the Bureau of Indian Affairs.
- Minimum of **5 years of law enforcement experience**, with at least **2 years in a supervisory or leadership role**.
- Prior experience working with tribal governments, Native American communities, or in rural law enforcement is highly desirable.
- Experience developing and implementing law enforcement policies, procedures, and training programs.

Certifications & Training:

- Maine Criminal Justice Academy Certification as a full-time officer or approved POST certification.

- Active shooter response, de-escalation tactics, cultural sensitivity training, and crisis intervention certifications are a plus.

Cultural Awareness:

- Understanding of tribal culture, traditions, and values or willingness to attend trainings

RESPONSIBILITY FOR HEALTH AND SAFETY

Every employee is responsible for safety and the prevention of accidents and injuries. Successful job performance depends on attention to safety issues.

PHYSICAL REQUIREMENTS

Bending	F	Sitting	F
Carrying	F	Standing	F
Driving	F	Talking	F
Handling	F	Walking	F
Hearing	F	Lift/Carry 50 lbs or less	O
Keyboarding	F	Push/Pull 50 lbs or less	O
Kneeling	O		
Reaching	F		

Complete job description, list of duties and qualifications and HBMI applications are available for download at our web site www.maliseets.net. Application are available at the front desk of the Administration Building or have one mailed to you by either calling the Administration Office at 532-4273 or e-mail hr@maliseets.com**. If selected for employment you will be subject to Alcohol and Drug testing. If you fail the Alcohol or Drug testing any offer of employment will be withdrawn by HBMI.**

Applications will be accepted until close of business on November 19th, 2026

TO APPLY:

Submit an application to:
Houlton Band of Maliseet Indians
Attn: Jessica Huff
88 Bell Road
Littleton, Maine 04730

The HBMI practices Indian Preference to qualified Native Americans in accordance with Public Law 93-638 and is an Equal Opportunity/At-Will Employer.