

**MAKAH TRIBE
POSITION DESCRIPTION**

JOB TITLE: (2) Makah Ranger (Natural Resources)

EXEMPT: No	JOB CODE: N/A
TARGET SALARY:	SHIFT: 32 hr/week Flex
CERTIFIED: \$33.69 to \$37.44/DOQ	
NOT CERTIFIED: \$28.59 to \$31.55/DOQ	
PROGRAM: Public Safety	LOCATION:
REPORTS TO: Sergeant (Natural Resources)	

SUMMARY: Patrols and manage the Cape Flattery area, Shi Shi Trail, Ozette and surrounding hill areas within the Makah Tribe's boundaries. Ensures visitor safety, resource protection, and adherence to Tribal Laws and Ordinances

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:
Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities.

Patrols designated areas on the Makah Reservation including the Cape Flattery, Shi Shi Trail, Ozette, beaches and surrounding hill areas.

Enforces rules and regulations, responding to emergencies, and ensuring visitor safety from wildlife or other hazards, traffic enforcement and traffic control.

Provide information, answering questions, conducting investigations regarding crimes occurring in the area, parking, vandalism, littering, etc.

Protecting natural resources like wildlife, vegetation, and historical sites through monitoring, conservation efforts, and addressing threats like invasive species or fire.

Performs maintenance and repair of park structures and facilities.

Performs groundskeeping activities.

Performs clean-up work and ensure standards for cleanliness and sanitation within assigned areas.

Operates light maintenance equipment, such as power tools.

Assists with road and trail maintenance.

Enforce tribal park regulations and policies, including law and NRE enforcement.

Provide information and assistance to visitors, including safety briefings and trail guidance.

Monitor and protect natural resources and cultural sites.

Maintain accurate records and reports of patrols, incidents, and observations.

Conduct search and rescue operations as needed.

Ensure non-members are adhering to rules of the Reservation, such as prohibiting of beach combing, firearms, alcohol, trespassing, camping or driving on non-designated areas.

Enforce in the sale/use of Recreational Permits to non-members.

Collaborate with EMS, NRE Officers, Law Enforcement and or National Park Rangers.

QUALIFICATIONS REQUIREMENTS:

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED).

Experience in park management, law enforcement or related field preferred.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of community members or employees of organization.

MATHEMATICAL SKILLS:

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

REASONING ABILITY:

Ability to define problems collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS:

Must have a valid Washington State Drivers license and insurable. May be required to drive a Tribal GSA vehicle to perform job duties. If so, a driving history/background check will be conducted on the applicant.

Must have successful completion of Washington State Criminal Justice Training Academy or FLETC Indian Police Academy. If not certified, must complete the FLETC Indian Police Academy within 18 months from the date of hire for continued employment.

Must have no prior felony conviction.

Must not have been convicted of a misdemeanor within one (1) year from the date of hire.

This position is classified as a sensitive Tribal position. Therefore, applicant must submit to and clear a pre-employment criminal background check.

Must have current First Aid/CPR certification or within 90 days from date of hire.

OTHER SKILLS AND ABILITIES:

Ability to cope with stressful situations firmly, tactful with respect of individual's rights.

Self-motivated, ability to work under stress, effectively prioritize, make sound decisions and solve problems.

Proficient map reading skills and field experience.

Knowledge of Federal, State and Tribal Laws, Regulations and Ordinances preferred.

Must have basic knowledge of computer applications.

Ability to provide oral and written reports in an accurate, concise and objective manner. Communication skills including listening and speaking with people from many backgrounds.

Ability to maintain a harmonious working relationship with team members and the general public.

Ability to analyze situations quickly and objectively, to recognize the dangers, and use good judgment to determine proper course of action.

Ability to maintain confidentiality of records and information pertinent to the nature of work.

Must submit to and clear a pre-employment alcohol and drug test and random testing, in accordance with the Drug and Alcohol-Free Workplace Act of 2002.

SPECIAL REQUIREMENTS:

Physical Examination: Must provide official documented proof of physical examination prior to employment and as required by medical provider thereafter.

Must be 21 years of age.

Must be able to carry a firearm.

Must have no prior felony conviction.

Must not have been convicted of a misdemeanor within one (1) year from the date of hire.

Ability to swim.

Ability to work rotating shift assignments, nights, weekends, and Holidays as assigned.

PHYSICAL REQUIREMENTS:

Must be in excellent physical condition and a physician must certify incumbent is capable of sustained, strenuous physical exertion.

Must have unrestricted use of all extremities. Must be able to traverse rough terrain in all weather conditions.

Must be able to dead lift 50 pounds.

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand, walk, and sit. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the position primarily requires outdoor work in diverse weather conditions. Physical demands include hiking, standing, and lifting. There is potential for exposure to wildlife and natural hazards.

ACKNOWLEDGEMENT

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the position may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this position description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

APPLICATION PROCESS:

Submit a Tribal Application for this position with supporting documentation to:

Makah Tribal Council	OPEN: August 18, 2025
Human Resources	CLOSE: September 4, 2025
P.O. Box 115, Bldg. 71	
Neah Bay, WA 98357	
Fax: (360) 645-3123	
E-mail: hr@makah.com (PLEASE NOTE NEW EMAIL ADDRESS)	

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

PLEASE NOTE: If requirements are not met, i.e., submission of a resume in lieu of a Tribal application, or not including required certification, your application will not be reviewed and will be disqualified.

The Makah Tribal Council is an Equal Opportunity Employer and actively encourages applications from all persons regardless of race, color, religion, sex, age, national origin, marital status or ancestry, sexual orientation, gender identity, or sensory, mental, physical, or other non-disqualifying disability. Indian Preference will be applied to hiring of this position as defined in Title 25, U.S. Code, Chapter 14, Subchapter V, Sections 472 and 473.