

# KEWEENAW BAY INDIAN COMMUNITY

Keweenaw Bay Tribal Center  
16429 Beartown Road  
Baraga, Michigan 49908  
Phone (906) 353-6623  
Fax (906) 353-7540

2022 TRIBAL COUNCIL

KIM KLOPSTEIN, President  
SUSAN J. LAFERNIER, Vice President  
TONI J. MINTON, Secretary  
DON MESSER, Assistant Secretary  
RANDALL R. HAATAJA, Treasurer

DOREEN G. BLAKER  
ROBERT "R.D." CURTIS, JR.  
EDDY EDWARDS  
SUE ELLEN ELMBLAD  
ELIZABETH "LIZ" JULIO  
GARY F. LOONSFOOT, JR.  
RODNEY LOONSFOOT

## On-Call Firefighter

Temporary, non-exempt position(s)

**ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT**

- Completed Keweenaw Bay Indian Community application
- Current Resume'
- Personal Statement
- Copy of High School Diploma or GED
- Experienced firefighters must provide a copy of Fire Fighter Certification (Red Card), with a minimum qualification of Firefighter Type 2 (FFT2) or IQCS Master Record
- Copy of valid Michigan Driver's License or Chauffer License  
**\*\* See qualifications for driving privileges.**
- If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community  
Personnel Department  
16429 Beartown Road  
Baraga, Michigan 49908  
906-353-6623, ext. 4140 or 4176  
Fax: 906-353-8068  
Email: [personnel@kbic-nsn.gov](mailto:personnel@kbic-nsn.gov)

**Keweenaw Bay Indian Community does not discriminate on the basis of race, color, national origin, sex, religion, or age in employment. However, individuals of Indian Ancestry and Veterans will be given preference by law.**

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

"Home of the Midnight Two-Step Championship"

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## POSITION ANNOUNCEMENT

### **POSITION:**

### **On-Call Wildland Firefighter**

Temporary, non-exempt position

### **LOCATION:**

Fire Management Office  
L'Anse, Michigan

### **SUPERVISORY CONTROL:**

Director of Fire and Emergency Management

### **SALARY:**

Firefighter Type 2 - Grade 6 = \$18.40/hour  
Firefighter Type 1 - Grade 8 = \$20.21/hour  
Single Resource Boss – Grade 10 = \$23.37/hour

### **QUALIFICATIONS:**

- Must have a High School Diploma or GED.
- Be at least 18 years of age to work in this position. Must be at least 21 years of age, have a valid unrestricted driver's license, be insurable to operate KBIC vehicles or personal vehicle during work hours. Must sign KBIC Driving Record Check form.
- Must possess a comprehensive knowledge of basic fire behavior as influenced by fuel, weather, and topography and of the duties and responsibilities of initial fire attack suppression.
- Must possess a working knowledge of the Incident Command System (ICS) organization and operation in order to work effectively within the structure.
- Must possess skills in basic orienteering (use of Global Position Units (GPS), compass, reading topography, and quad maps) and multi-channel radio communication in order to locate fires, properties and local landmarks effectively.
- Must be able to lift 50+ pounds throughout an 8 hour shift.
- Must be in good physical condition and maintain arduous fitness level.
- Must practice safety habits at all times while at work.
- Must possess a valid, unrestricted Michigan driver's license, a good driving record, and must be insurable.
- Employment is contingent upon the satisfactory result of a security background check, pre-employment drug testing, pre-employment physical, successfully pass the Work Capacity Test at the arduous level, successfully complete Annual Refresher Testing or basic wildland firefighter training.

LAKE SUPERIOR BAND OF CHIPPEWA INDIANS

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**INDIAN PREFERENCE:** Preference will be given to qualified individuals of American Indian descent.

**VETERAN PREFERENCE:** Preference will also be given to Veterans (need DD214).

**DUTIES AND RESPONSIBILITIES:**

- Performs assignments as a wildland firefighter crew member in developing a working knowledge of fire suppression and fuels management techniques, practices, and terminology; may assist in more specialized assignments such as backfire and burnout, mobile and stationary engine attack; construction of helispots, helitack operations, and performing hover hookups.
- Performs all aspects of wildland and prescribed fire operations including preparation, ignition, monitoring, holding and mop-up. Moves dirt, chops brush, removes small trees, etc. to construct a fire line.
- Gathers and considers information on weather data, topography, fuel types, and fire behavior during suppression of wildland fire incidents.
- May perform project work which may include, but is not limited to: cleaning outdoor recreational facilities, mowing grass and trimming shrubs, performing trail maintenance and building maintenance duties; removes and disposes of hazard trees; and so forth.
- Attends formal and informal training programs to comply with policy and regulations.
- Attends monthly department wildland fire and safety training meetings.
- Participates in safety sessions and fire critiques.
- Participates in crew efficiency checks and drills.
- Able to accurately read, understand, and interpret policies and procedures.
- Other duties as assigned by supervisor.

*This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.*

**Distribution Date:** October 21, 2022

**Closing Date:** Open Continuous

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| TERO Approval: <i>Debra L. Piccard</i><br>Reviewed for barriers only<br>Date: <u>10 / 21 / 2022</u> |
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### Qualification Sheet

Name: \_\_\_\_\_

POSITION: \_\_\_\_\_

***Please list your specific experience and knowledge in regards to the following qualifications:***

1) Must have High School Diploma or GED: \_\_\_\_\_  
\_\_\_\_\_

2) Must be 18 years of age to work in the position. Must be 21 years of age, have a valid, unrestricted driver's license, be insurable to operate KBIC vehicles or personal vehicle during work hours: What qualifications do you meet? Are you willing to sign KBIC Driving Record Check form?  
\_\_\_\_\_

3) Must possess a comprehensive knowledge of basic fire behavior as influenced by fuel, weather, and topography and of the duties and responsibilities of initial fire attack suppression.  
\_\_\_\_\_  
\_\_\_\_\_

4) Must possess working knowledge of the Incident Command System (ICS) organization and operation in order to work effectively within the structure. \_\_\_\_\_  
\_\_\_\_\_

5) Must possess skills in basic orienteering (use of Global Position Units (GPS), compass, reading topography, and quad maps) and multi-channel radio communication in order to locate fires, properties and local landmarks effectively. \_\_\_\_\_  
\_\_\_\_\_

6) Must be able to lift 50 pounds throughout an 8 hour shift. \_\_\_\_\_  
\_\_\_\_\_

7) Must be in good physical condition and maintain arduous fitness level. \_\_\_\_\_  
\_\_\_\_\_

8) Must practice safety habits at all times while at work. \_\_\_\_\_  
\_\_\_\_\_

**DRIVING RECORD CHECK FORM**

Position applying for or current position held: \_\_\_\_\_

Department: \_\_\_\_\_

Is driving required for this position: \_\_\_\_\_

**4.5 Driving Record:** All newly hired and current employees are required to provide a copy of their driver's license, commercial driver's license (CDL) or chauffeur license or provide the status if none or not valid and sign a consent form for the Community to enroll them and to obtain access to their personal driving record. As a condition of employment, each employee is required to be insurable according to their position description and the Tribe's current insurance carrier/agent. The Personnel department shall maintain a list of employees eligible to drive a fleet vehicle and a list of employees that are excluded. Excluded employees may not drive the Community's fleet vehicles. The Personnel Department shall enroll each newly hired or current employee through the Michigan Department of State subscription service. The enrollment shall include the employee's name, their driver's license number, CDL, or chauffeur's license, along with their date of birth. The Community will be provided a driving record of all employee(s) when they are first enrolled and then whenever there are any violations, restrictions, suspensions, or revocations posted to their record. Reports will be obtained at least annually.

**\*\*\* Current Insurance carrier requires all drivers of KBIC fleet vehicles be at least 21 years of age.**

Name: \_\_\_\_\_  
Last First Middle

I have read KBIC Driving Record Policy 4.5 and consent to a record check on my license Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Driver's license number: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_

Or

I do not have a valid license as of Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Reason: \_\_\_\_\_

Signature \_\_\_\_\_

By signing this document you are agreeing that you have read and understand the policy and how it pertains to you as an employee of the KBIC.

Personnel Use only

Copy of license

Copy of personal vehicle insurance coverage