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# LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS

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## HUMAN RESOURCES

P.O. Box 129, N5384 US 45 Watersmeet, MI 49969  
Phone: 906-358-4226 Fax: 906-358-4913



**POSTED: September 14<sup>th</sup>, 2023    DEADLINE: September 28<sup>th</sup>, 2023**

### **JOB DESCRIPTION**

**POSITION:** Cannabis Regulatory Agent

**DEPARTMENT:** Tribal Government

**LOCATION:** LVD Reservation

**SUPERVISOR:** Tribal Council

**EMPLOYMENT:** Full Time – Appointed Position

**SALARY/PAY RATE:** \$23.00 - \$27.00 per/hr.

### **DESCRIPTION:**

The Tribal Council established the Lac Vieux Desert Cannabis Regulatory Authority (“Authority”) as an administrative agency, an independent governmental subdivision of the Tribe, to fulfill the duties as described in the Lac Vieux Desert Cannabis Ordinance (“Ordinance”) and ensure the responsible regulation of Cannabis Business activities within the Lac Vieux Desert Reservation.

### **RESPONSIBILITIES:**

- Conduct the day-to-day operations of the Authority;
- Apply expertise, experience, or education in the Cannabis industry, and a combination thereof of management, business, governmental regulation, law and/or tribal policy experience in the regulation of Cannabis Business activities; and
- Regulate all Cannabis Business activities according to the Ordinance, including licensure, enforcement, hearings, investigations, and any intra- and inter-governmental regulatory responsibilities; and
- Report to the Tribal Council as required by the Ordinance or as otherwise

required by the Tribal Council.

- Enforcing the Ordinance and promulgating regulations and rules furthering the purpose and provisions of the Ordinance.
- Promulgate, adopt, and enforce regulations and rules furthering the intent and provisions of this Ordinance.
- To examine or inspect the operations of each Licensee, as well as proposed and registered Cannabis Businesses, and to review all internal controls, required safety and general safety plans, chemical processing plans, hazardous material handling, waste disposal, and other areas necessary as a condition for licensure.
- To investigate any Licensee or Person, within the Tribe's jurisdiction, when necessary to ensure compliance with any Legal Requirements, this Ordinance, or any CRA order.
- To make determinations on whether any act, practice, or transaction constitutes an unsafe or unsound practice or a violation of this Ordinance.
- To grant or deny License Applications in compliance with the Ordinance.
- To conduct hearings to allow a fair adjudication of any dispute arising under this Ordinance.
- To take enforcement action any Licensee or other Person for any violation of this Ordinance by ordering immediate compliance, issuing fines and sanctions, or suspending or revoking any License.
- To possess or seize Cannabis-related materials as necessary for the Authority to investigate Cannabis-related activities and enforce this Ordinance.
- To destroy and dispose of unauthorized or illegal Cannabis Products or other Cannabis-related materials when there is a danger to the health and safety of the public or environment.
- To cooperate with federal and state law enforcement and regulatory agencies, and to aid in the prosecution of any suspicion of wrongdoing relating to Cannabis-related activities, provided such cooperation or aid is not contrary to the Tribe's sovereignty, rights, or interests.
- To serve as a liaison between federal, state, and local law enforcement personnel and the Tribe.
- Represent the Tribe and the Authority at local, state and federal levels.

## **MINIMUM QUALIFICATIONS:**

- Must have experience, education or interest in the Cannabis industry, or five (5) years' a combination thereof of management, business, governmental regulation, law, and/or tribal policy experience.
- Must possess an associate degree in business, finance, or another related field.
- Must demonstrate reliability and trustworthiness through a positive employment history verified through Human Resources.
- Be at least twenty-five (25) years of age.
- Demonstrated computer skills, familiarity with Microsoft Office Suite
- Demonstrated ability to think critically and comprehend complex concepts related to law and regulation.
- Demonstrated ability to articulate issues and ideas in front of an audience.
- Attestation of no business or legal relationship that places applicant in a position of conflict of interest.
- Be able to pass a background check meeting the eligibility requirements of the Ordinance.

*The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position.*

**Date Approved by the Tribal Council: June 6, 2023 by Tribal Council Motion**