



**Role:** Town Ranger

**Salary:** £27,254 per annum

**Hours:** Full time; 37 hours per week, Tuesday to Saturday

---

### Job Purpose

To deliver a visible, high-quality, and hands-on Town Ranger service that supports a cleaner, greener, and safer Stowmarket, enhancing public spaces, environmental standards, and civic pride in the town.

The role operates as part of the Operations Team, contributing to routine operations, projects, markets, events, environmental initiatives, and reactive work in response to incidents.

### Town Ranger Service Activities (Including Ward-Based Working)

1. Deliver a visible, high-quality Town Ranger service focused on improving the safety, accessibility, and appearance of Stowmarket's public spaces.
2. Carry out practical public realm improvements, including vegetation management, pathway clearance, pressure washing, litter removal, removal of graffiti, weeds, and minor vandalism, cleaning and maintenance of street furniture and signage, green space enhancements, planting support, and minor repairs or painting.
3. Carry out approved spraying operations, ensuring correct use of equipment, compliance with safety procedures, and accurate recording of spraying activities.
4. Respond promptly to reactive incidents such as graffiti, vandalism, flyposting, or other public space issues, carrying out cleaning or minor repairs and reporting issues where further action is required.
5. Operate using a ward-based approach, completing thorough and consistent improvements within one area before rotating to the next.
6. Record works using before-and-after photographs to support reporting, accountability, and communication.
7. Work collaboratively with volunteers, community groups, and partner organisations during planned activities to enhance public spaces.
8. Maintain Town Ranger vehicles, equipment, tools, and PPE in a safe, clean, and fully operational condition.

### Weekly and Routine Operational Duties

9. Follow the weekly work planner, completing all scheduled tasks and reporting any issues or deviations promptly.
10. Support the delivery of twice-weekly street market operations, including set-up, pack-down, waste management, signage placement, and safety checks.
11. Inspect, maintain, and carry out routine safety checks of Town Council play areas, including equipment, surfacing, seating, fencing, and surrounding grounds, reporting defects or safety concerns promptly.

## Operations Team Responsibilities

12. Support the delivery of civic and community events, including preparation, logistics, set-up, event-day support, and pack-down.
13. Assist with the maintenance and management of community facilities and infrastructure, including speed indicator devices, dog waste bins, litter bins, grit bins, flags, and other public assets.
14. Support delivery of the Environmental Protection and Carbon Reduction Plan through practical environmental improvements.
15. Assist with minor building maintenance, repairs, and refurbishments across the Town Council estate, as required.
16. Assist with grounds maintenance across the Town Council estate, including litter picking and bin emptying during maintenance tasks.
17. Maintain high standards of tidiness and organisation within the depot and storage areas.
18. Undertake miscellaneous operational tasks as required, including gritting Town Council facilities during frost, ice, or snow, and responding to emergency situations.

## General Responsibilities

19. Carry out all duties safely, efficiently, and to a consistently high standard, in accordance with Health & Safety procedures, risk assessments, and safe systems of work.
20. Follow instructions, priorities, and work programmes issued by management, reporting progress, concerns, or issues promptly.
21. Maintain high standards of workmanship, presentation, and professionalism at all times.
22. Work collaboratively as part of the Operations Team, supporting colleagues and contributing to team objectives.
23. Undertake any other duties commensurate with the grade of the post and operational needs of the service.

## Person Specification

| Dimension                     | Essential                                                                                                                                                                                                                                                            | Desirable                                                         |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Qualifications                | Evidence of a good standard of literacy and numeracy.                                                                                                                                                                                                                |                                                                   |
| Knowledge & Experience        | Experience of working in a public facing role.<br><br>Experience in landscape or grounds maintenance.<br><br>Experience of operating a range of machinery (e.g., mowers, strimmer's, hedge cutters, power tools).<br><br>Knowledge of health and safety regulations. | Knowledge of the services provided by Stowmarket Town Council.    |
| Relevant Skills and Abilities | Good general DIY / maintenance skills.<br><br>Ability to work collaboratively within a team or independently with a positive and proactive approach.                                                                                                                 | Experience of driving/operating different vehicles and plant e.g. |

|               |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                           |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
|               | <p>Ability to work effectively in a dynamic and fast-paced environment.</p> <p>Strong organisational and teamwork skills.</p> <p>Ability to work under time and resource pressures while delivering high-quality work.</p> <p>Ability to follow verbal and written instructions.</p> <p>Punctual and reliable.</p> <p>A friendly, courteous and helpful manner.</p> | ride-on mowers etc.                                                                       |
| Other Factors | <p>Willingness to work flexible hours, including evenings and weekends.</p> <p>The ability to drive a loaded van safely - Full clean manual driving licence required.</p>                                                                                                                                                                                           | Familiarity with the local area and located within easy commuting distance of Stowmarket. |