



I

Job Description

POST:	Seasonal Ranger
DEPARTMENT:	Public Realm
REPORTING TO:	Operations Officer
RESPONSIBLE FOR:	No Direct Reports
GRADE:	3

Main Job Purpose:

To assist the Public Realm Team in the supervision of the public's safe use of Needham Lake and other countryside sites and nature reserves owned by the Councils over a seven-day rota including regular weekend working.

To complete manual litter picking or maintenance tasks on a range council owned sites.

Duties and Responsibilities

1. To assist the Public Realm Team in the delivery of the Section's aims and objectives for Needham Lake and other Council owned sites within Mid Suffolk and Babergh.
2. To undertake the effective and cost-efficient day-to-day maintenance and repair of sites, e.g. furniture repairs, collection of litter, minor vegetation management (e.g. pruning, meadow management, control of invasive weeds), visitor and wildlife surveys.
3. To supervise the public's use of all countryside sites including welcoming and advising visitors on site rules, patrolling sites on foot and driving between sites.
4. To assist Public Realm staff with the delivery of activities taking place outdoors on Council owned, or other sites.
5. To take responsibility for your own day-to-day decisions where these are in accordance with agreed management procedures.
6. Some tasks will be unexpected or outside the standard procedures and will require initiative to resolve.
7. Supervisor generally available for direction and guidance on more difficult or serious problems.

Additional information

- a) Does this job require a DBS check? **No**
- b) This job will participate in planning for emergencies in terms of response to or maintaining business continuity during an emergency. The jobholder will

participate in training, exercises, response, recovery or other activities to support the councils' statutory duties in relation to emergencies under the Civil Contingencies Act (2004). It is expected that when requested to do so the jobholder will temporarily but immediately cease their normal role to support the emergency planning or response activity. **Yes**

- c) The post is designated as being politically restricted in accordance with the term of the Local Government Housing Act 1989 and subsequent amendments. The effect of this is to prevent the postholder from having any active political role either in or outside the workplace, and automatically disqualifying them from standing for or holding elected office. **No**

This is not a comprehensive definition of the post. Postholders are expected to undertake any work that comes with the remit of the post's main objective. This job description will be kept under review and may be changed at any time subject to consultation with the postholder.

PERSON SPECIFICATION

The Person Specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively.

REQUIREMENTS	MEASURED BY:
The postholder must be able to demonstrate:	A Application form I Interview T/P Test/Presentation
EDUCATION/TRAINING <i>(Academic, vocational/professional and other training)</i>	
1. NVQ Level 2 or equivalent experience in a countryside management related field. Should this be 2 in line with other ops roles.	A/I
2. Full clean driving licence C1 + E	A/I
KNOWLEDGE & EXPERIENCE <i>(e.g. report writing, office experience, Microsoft office)</i>	
1. Health and Safety experience including undertaking on site dynamic risk assessments.	A
2. First Aid and other operational training would be an advantage.	A
3. Experience of interacting with members of the public in a work environment.	A/I
4. Ability to work independently using own initiative.	A/I
5. Knowledge of Babergh and Mid Suffolk areas	A/I
6. Ability to work outdoors and in all weathers.	A/I
7. Ability to work regular weekends.	A/I
8. Experience of working in parks and open spaces would be an advantage.	A/I
9. Experience of practical countryside management experience would be an advantage.	A/I

SKILLS/ATTRIBUTES

(e.g. communication, interpersonal, decision-making, problem-solving, team player, reliable)

1. Basic literacy and numeracy skills to complete work sheets and other necessary documentation
2. Ability to convey information to others verbally in a clear, concise and tactful way.
3. Basic IT skills required for mobile working/recording purposes.
4. Ability to work as part of a team or alone.

A/I

A/I

A/I

A/I

BEHAVIOURS

Behaviours will be tested at interview against the Council's values (further detail below)

- Empowering, valuing and developing our people.
- Valuing our customers
- Being open and honest
- Taking ownership
- Being ambitious

I/TP

I/TP

I/TP

I/TP

I/TP



We empower, value and develop our people to work together as one dynamic and efficient team.

We care about delivering high quality, customer-focused outcomes with our communities and partners.

We are open, transparent and truthful.

We take pride in our work and take responsibility for our actions.

We are ambitious, inspiring our communities, taking pride in our places and striving for excellence.