

Job description

Job title: Countryside Ranger

Grade: Level 1 – Grade 7
Level 2 – Grade 8
Level 3 – Grade 9

Job evaluation reference: NE500a/b/c

Job family: Natural Environment

Purpose and impact

1. Ensuring access and enjoyment of the countryside and all of its associated facilities, by delivering a cost effective, high quality and customer-focused service.

Key responsibilities

2. To support the delivery of an agreed programme of countryside, grounds and/or visitor service work within the designated area(s) and role.
3. To assist Senior or Lead Rangers when appropriate and applicable.
4. To contribute to the development of the wider team and service as specified by the Team Manager or Service Manager and context statement.

Grade 7 – Level 1 Ranger:

5. Supporting senior or lead rangers in the practical management and day to day delivery of effective countryside and grounds management, rights of way projects, customer facing facilities, events and activities. Duties may include clearance of vegetation, litter picking, use of power tools and repair and maintenance of countryside facilities.
6. Day to day supervision of appropriate facilities, and other countryside assets and infrastructure, such as trailways, culvert crossings and highway verges, ensuring they are to a high standard for public safety and enjoyment.
7. Supervise staff, volunteers, rights of way liaison officers, apprentices, work experience and educational placements.
8. Effective communication with colleagues, visitors, charities, landowners, local groups and other stakeholders, such as concessionaires and onsite partners.
9. Essential administration, including purchasing, financial monitoring and reports and online training.
10. Supporting external funding applications and helping to achieve agreed budgets.
11. Dealing with customer feedback, complaints and enquiries in line with Dorset Council procedures.
12. Assisting in the development of site, project and access management plans.
13. Providing customer focused information and services to users and visitors of Dorset Council assets, facilities and tourist attractions.
14. Inspecting facilities and responding to incidents such as lost children, fallen branches and first aid issues.
15. Representing the service, promoting its work, and being an advocate for Dorset Council and its partners.
16. Any other lesser or comparable duties as required.



Grade 8 – Level 2 Ranger (in addition to Level 1)

17. Managing day to day operations of a designated team including the management of appropriate facilities, resources and countryside infrastructure to a high standard for public safety and enjoyment.
18. Supporting senior staff in the effective development and management of countryside and Rights of Way projects, as well as the development of the visitor service provision.
19. Negotiating and communicating with partners, including funding bodies, landowners, interest groups, local communities, government agencies, internal colleagues, customers and other stakeholders.
20. Ensuring statutory and safety obligations are met, and there is compliance relating to sites, access and general countryside management.
21. Monitoring income and expenditure, collating and reporting data against agreed financial budgets and targets.

Grade 9 – Level 3 Ranger (in addition to Level 1 & 2)

22. Managing assets, contracts and facilities across multiple Dorset Council sites.
23. Developing income and external funding applications and achieving agreed income targets.
24. Assisting the Team Manager or Senior Rangers in designing and delivering new facilities, assets, event, activities and funding streams.
25. Assisting the Team Manager or Senior Rangers in agreeing financial targets.
26. Stand in for the Team Manager or Senior Rangers where appropriate.

NB: The duties and responsibilities of this post are not restrictive, and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

Reporting to: Appropriate manager as specified in the context statement

Responsibility for:

Ranger Level 1

- Supervising staff as agreed within the role.
- Organising and supervising students and other placements, including apprentices and trainee rangers.

Ranger Level 2

- Managing and training staff as agreed within the role.
- Managing and training volunteers, including Friends, Volunteer Rangers and other formal volunteer groups.
- Ensuring all risk assessments and other Health and Safety requirements, such as HAVs, PUWER are in place for staff.
- All other points from Ranger Level 1

Ranger Level 3

- All points from Ranger Level 1 and 2



Other factors

27. Resources: vehicles, equipment, tools, protective clothing and budget (varies annually) but generally within £10-50k).
28. Occasional off-road driving with and towing trailers.
29. Practical countryside work, including hazardous operations involving powered equipment (such as chainsaws)
30. Outdoor working throughout the year in all weathers.
31. Exposure to a number of biohazards including Weil's and Lyme's disease.
32. Flexible approach to working hours, including weekend, bank holiday and early/late working.
33. Frontline service delivery, sometimes resolving disputes and operating in hostile situations.
34. High level of responsibility for the initiation, development and delivery of projects and designated responsibilities.
35. Tight deadlines for achieving projects and reports.
36. For roles in the Greenspace team, an Enhanced DBS check will be required.

Our values

Our values act as guiding principles, defining what we believe is important in the ways we work together. Our values are Respect, Together, Accountability, Openness and Curiosity. You will need to be able to demonstrate these values in action through the way you work, regardless of your role within the organisation. Information about our values can be found on our website.



Person specification

Your application will be assessed based on your demonstration of how you fulfil the following criteria: you should include clear examples of how you meet these criteria within your application form and during the assessment process.

Essential

Essential criteria are the minimum requirement for the above post and will be assessed through a combination of your application form, assessment, interview and references (as specified below). We will require evidence of the qualifications, training or registrations listed below.

Qualifications, training or registrations Required by law or essential to the performance of the role or both	Assessed through:
1. A relevant qualification in countryside and or recreation/leisure management i.e. National Certificate, National Diploma or minimum of NVQ Level 2 in Environment Conservation. Defined with the context statement.	Application form
Experience	
2. Relevant practical experience within a countryside site or right of way management organisation or tourist attraction	Application form
3. Experience of working with people in difficult and challenging circumstances	Application form
4. Experience in assessing and eliminating and/or minimising risk	Application form
5. Experience of working in a busy, customer facing environment	Application form
6. Level 3 post holders only: Experience of working across multiple assets and sites, managing various targets from multiple areas	Application form
Knowledge	
7. A good working knowledge of right of way / access law, countryside law, national, regional and local policy	Application form Interview Assessment
8. Basic knowledge and experience in information technology, especially Microsoft Office	
Skills and abilities	
9. High awareness of a wide range of health and safety issues and a working knowledge of assessing and eliminating and/or minimising risk	Interview Assessment
10. To be able to complete a range of practical countryside / right of way site management tasks to a high standard	Interview Assessment
11. To be able to carry out vegetation clearance using machinery and hand tools	Interview Assessment
12. To carry out basic maintenance and remedial practical works to varying facilities and assets, such as play equipment, fence lines, pathways and signs	Interview Assessment
13. Effective communication skills i.e. an ability to communicate with members of the public, landowners, farmers, local community groups, volunteers, partner organisations and colleagues	Interview Assessment
14. The ability to supervise, instruct and organise an apprentice, volunteer work parties, volunteers and work experience students	Interview Assessment



15. Proven organisational abilities and ability to plan and organise work	Interview Assessment
16. Maintain high standards in project delivery and day to day work	Interview Assessment
17. Level 3 post holders only: ability to manage a diverse workload from multiple assets, sites and facilities, including managing multiple contracts and contractors and time sensitive pressures	Interview Assessment
Our values	
18. Respect	Interview Assessment
19. Together	Interview Assessment
20. Accountability	Interview Assessment
21. Openness	Interview Assessment
22. Curiosity	Interview Assessment
Other	
23. To be motivated, enthusiastic and adaptable	Application form
24. Ability to work as part of a team and on own using their own initiative	Application form
25. Ability to deal with potential situations of conflict	Application form
26. Ability to fulfil the travel requirements of the post	Application form
27. Flexibility to work unsocial hours, including evenings, weekends and Bank Holidays	Application form
28. For posts in the Greenspace team: an Enhanced DBS check will be required	Application form

Desirable

Desirable criteria will be used in the event of multiple applicants meeting the minimum essential requirements and if applicable, will be assessed through a combination of your application form, assessment, interview and references (as specified below). If you meet the desirable criteria, we will require evidence of the qualifications, training or registrations listed below.

Qualifications, training or registrations	Assessed through:
29. First Aid at Work certificate	Application form
30. NPTC or Lantra qualification in brushcutting, pesticide use, chainsaw use	Application form
31. A valid Health and Safety Certificate	Application form
32. City & Guilds A2 Assessor Award	
Experience	
33. Experience of supervising people e.g. staff, apprentices, work placements or volunteers	Application form
34. Experience in using a brush cutter, hedge trimmer and other power tools	Application form
35. Experience of off-road driving	Application form



36. Lone working experience	Application form
Knowledge	
37. Knowledge of the Dorset Countryside	Application form Interview Assessment
38. A working knowledge of the National Diploma assessment process	Application form Interview Assessment
Skills and abilities	
39. Use of Cside system	Interview Assessment
40. To use the Cside GIS system to organise and complete work to carry out on-going assessment of the Team's Apprentice Ranger as part of their National Diploma qualification	Interview Assessment

Approval

Manager's job title: Country Parks Manager

Date: March 2024

