

## Kent County Council

### Job Description: Countryside Ranger

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**Directorate:** Growth, Environment and Transport  
**Unit/Section:** Country Parks  
**Grade:** KSD  
**Responsible to:** East Kent Head Ranger

#### **Purpose of the Job:**

To assist the Head Ranger as part of a team running the day-to-day management, development, maintenance and biodiversity enhancements of country parks and picnic sites as part of Kent County Councils Country Park Service in the East Kent Ranger team covering five sites.

This post will be based at Brockhill Country Park. However, the post will involve work on and travel to other sites including, Pegwell Bay, White Horse Wood Country Parks and Grove Ferry, Parkwood Picnic sites. The position sits in East Kent Ranger Team, occasional and seasonal woodland and maintenance work with the North and West Kent Rangers teams.

#### **Main duties and responsibilities:**

1. To assist the Head Ranger with the development and management of the County Council's Country Park Sites.
2. To identify and carry out site/countryside management and maintenance works for KCC country park sites. This will include using powered and hand tools, machinery and plant including Chainsaws, brushcutters, mowers and flails, 4x4 vehicles, and will involve travel to other sites.
3. To be willing to carry out necessary actions to ensure sites are kept in a clean, tidy and safe condition for the public. This will include the clearance of litter and other rubbish, occasional cleaning and other duties of a similar nature as may arise.
4. To be a willing and active team player, working with Visitor Services and Events teams and other staff to deliver a seamless service to the public on KCC's country parks and picnic sites.
5. To assist in the supervision of wardens, including taking full responsibility for supervision of site based staff on occasion (including some weekends and Bank Hols) as agreed with the Head Ranger.
6. In agreement with the Head Ranger, manage volunteer teams, including taking responsibility for Health and Safety, organising training and encouraging personal development.
7. In agreement with the Head Ranger, to organise and manage contracts for some site works.
8. To assist in the writing, implementation and review of management plans for County Council country park sites. This will involve liaison with other relevant external bodies.

9. To provide a friendly and informative presence to the public at all times, including answering customer enquiries and complaints, either face to face, by phone or e- mail. Also to represent the KCC country parks to external bodies and organisations.
10. Assist in the implementation of environmental education, and running events and other visitor-related activities as required for the operation of sites in your area.
11. To assist in the monitoring and recording of vegetation, wildlife and landscape features as well as visitor and other records required for the management and administration of KCC country park sites.
12. To assist with the collection and banking of income, taking full responsibility for this on some occasions, including the handling and banking of cash.
13. To be available as a first point of contact for emergency services in the event of serious damage/injury to buildings/site/people on KCC country park sites. Attendance to sites outside of normal working hours may be required.
14. To enforce by-laws and site rules whilst on site in a tactful yet firm manner.
15. To be aware of and to maintain standards in accordance with Health and Safety Regulations/practices on KCC country park sites.
16. To undertake such other appropriate duties as may be required by or on behalf of the Head of Department, including contributing to wider service related issues through attending meetings, workshops etc. The work will involve some weekend or Bank Holiday working either on a rota or ad hoc basis (for events etc).

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## Kent County Council

### Person Specification: Countryside Ranger

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

|                                            | <b>CRITERIA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| <b>QUALIFICATIONS</b>                      | Be educated to at least ND, HNC, HND or degree level in a relevant subject relating to countryside management.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>EXPERIENCE</b>                          | <ul style="list-style-type: none"> <li>• Demonstrates an aptitude for carrying out practical countryside works, backed up with one years experience (paid or voluntary), in countryside management.</li> <li>• Hold certificates of competency or be willing to train in chainsaw, brushcutting, tractor driving, trailers and Pesticide handling and some other practical skills as required.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>SKILLS AND ABILITIES</b>                | <ul style="list-style-type: none"> <li>• Have a full UK driving license</li> <li>• Good written and verbal communication skills, including the ability to speak confidently to public users on an individual or small group basis.</li> <li>• Ability to take on responsibility for managing sites, handling cash etc and to deal with an emergency situation.</li> <li>• Be a good team worker but also be capable of working on your own initiative</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>KNOWLEDGE</b>                           | <ul style="list-style-type: none"> <li>• Good basic knowledge of countryside and countryside management.</li> <li>• Knowledge of and aptitude (including communication skills) for delivering events, leading walks and carrying out other visitor-related duties</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>KENT VALUES AND CULTURAL ATTRIBUTES</b> | <p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions</p> |

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|  | and actions<br><b>Externally Focused</b> - Residents, families and communities at the heart of decision making |
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