

## Kent County Council

### Job Description: *Assistant Ranger*

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<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Country Parks</b>
<b>Grade:</b>	<b>KSB</b>
<b>Responsible to:</b>	<b>Ranger Services Manager North and West Kent Ranger Team</b>

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

To assist the ranger team with the delivery of the Lower Thames Crossing biodiversity enhancement project and practical management of the country parks in order to preserve and enhance access, recreation and wildlife conservation at Shorne Woods Country Park, as well as Manor Park and occasional work at Lullingstone Country Park, Trosley Country Park, Teston Bridge Country Park, Manor Park Country Park Preston Hill and Dryhill.

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

##### Site Management

- Assist with the delivery of the Biodiversity Enhancement Project funded by National Highways.
- Assist with conservation management of the site, including coppicing, ride management, control of invasive species, and monitoring and recording of wildlife.
- Assist with maintenance of the park infrastructure, including fencing, path works, signage and gate replacement and repairs.
- Assist with the management of contractors on site.
- Operation and maintenance of site machinery and equipment.
- Undertake work in the park as highlighted in the management plan and as directed by the Ranger Services Manager.
- Assist with volunteer tasks and assist with the day to day supervision of volunteers.

##### Facilities and Services

- Engage with visitors and answer queries knowledgeably and pleasantly.
- Assist with processing of wood products for sale in our visitor centres.
- Work as part of a wider site team, dealing with emergencies such as first aid incidents and lost children as required.
- Act as a key holder and cover temporary opening and closing of sites for wardens when necessary.

##### Other

- Assist with the implementation of all statutory health and safety regulations, policies and procedures.
- To undertake other duties as may be required by or on behalf of the Ranger Services Manager

**Person Specification**

The following outlines the minimum criteria for this post. Applicants should describe in their application how they meet these criteria.

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

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## Person Specification: *Assistant 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>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Good general education to A Level standard or equivalent</li> <li>• Certificates of competence in use of practical site equipment (eg chainsaw, tractor, trailer, brushcutter etc)</li> <li>• Holds, or is willing to train for, first aid certification</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Previous experience of working in environmental, conservation or site management role</li> <li>• Experience of working in a customer-focused environment</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>• Practical skills to undertake habitat management and infrastructure maintenance</li> <li>• Ability to work with minimal supervision to tight deadlines</li> <li>• Basic computing skills, particularly in use of emails and Microsoft Office</li> <li>• Fitness relevant to the physical demands of the job</li> <li>• A Full UK Driving Licence – The Council is committed to making reasonable adjustments so whilst this job requires the jobholder to drive your application will still be considered if you are unable to drive due to a disability.</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• Demonstrable knowledge of and interest in the natural environment and habitat management</li> </ul>
<b>BEHAVIOURS</b>	<ul style="list-style-type: none"> <li>• Good communication and interpersonal skills in order to liaise with volunteers, customers and other staff effectively</li> <li>• Willingness and ability to work occasional evenings and weekends as necessary</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 and actions</p>
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	<p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>
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