

## 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 Team</b>

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

To assist the ranger team with the practical management of the country parks in order to preserve and enhance access, recreation and wildlife conservation at Trosley, Lullingstone, Preston Hill, Dryhill and Teston Bridge Country Parks and occasional work at Shorne Woods Country Park and Manor Park Country Park.

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

##### Site Management

- Assist with conservation management of the site, including coppicing, ride management, control of invasive species, management of livestock 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.
- Lead volunteer tasks and assist with the day-to-day supervision of volunteers.
- To carry out weekly patrols of Preston Hill and Dryhill

##### 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 Head Ranger.

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>• Holds/is willing to train for certificates of competence in use of practical site equipment (e.g. chainsaw, tractor, brushcutter etc)</li> <li>• Holds, or is willing to train for, first aid certification</li> <li>• A Full UK driving licence</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>• Willingness and ability to work occasional evenings and weekends as necessary</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> <li>• Good communication and inter-personal skills in order to liaise with volunteers, customers and other staff effectively</li> </ul>

**KENT VALUES AND CULTURAL ATTRIBUTES**

**Kent Values:**

- We are **brave**. We do the right thing, we accept and offer challenge
- We are **curious** to innovate and improve
- We are **compassionate**, understanding and respectful to all
- We are **strong together** by sharing knowledge
- We are all **responsible** for the difference we make

Our values enable us to build a culture that is:

**Flexible/agile** - willing to take (calculated) risks and want people that are flexible and agile

**Curious** - constantly learning and evolving

**Compassionate and Inclusive** - compassionate, understanding and respectful to all

**Working Together** - building and delivering for the best interests of Kent

**Empowering** - Our people take accountability for their decisions and actions

**Externally Focused** - Residents, families and communities at the heart of decision making