Kent County Council
Job Description: Education Ranger

Directorate:	**Growth, Environment and Transport**
Unit/Section:	**Kent Country Parks**
Grade:	**KSE**
Responsible to:	**Visitor Experience Manager**

Purpose of the Job:

As Education Ranger, you will deliver environmental education and training to a wide variety of service users, including but not limited to; children, teachers, youth groups, families and other community organisations. To lead and manage a range of educational community engagement through school visits (including outreach), events, team building and delivery of training courses/qualifications in Forest School.

Main duties and responsibilities:

- Manage and lead educational visits and work collaboratively with other colleagues.
- Develop and create new material for educational activities ensuring national curriculum and education trends are current and relevant.
- Coordinate lesson plans with teachers/community leaders to ensure desired outcomes are achieved.
- Supervise colleagues to ensure excellent delivery and safety.
- Maintain relationships with education professionals.
- Utilise funding streams to support school and group visits.
- Adhere to health and safety guidelines at all times.
- Deliver existing Level 1 and Level 3 qualifications to a high standard.
- Develop new offerings, showing an awareness of current trends and to ensure a variety of relevant topics are covered.
- Undertake standard assessments and provide feedback to students.
- Ensure deadlines provided by the awarding body are met in a timely manner.

- Provide mentorship to students through email, phone calls and meetings.
- Attend off – site assessment observations when required.
- Organise and facilitate an annual events programme including new offerings.
- Encourage new visitors to Kent Country Parks through an engaging and exciting programme of events.
- Monitor income and expenditure against set targets to ensure profitability.
- Deliver engaging and challenging corporate team building sessions to customers.
- Create and develop new teambuilding offerings to ensure current trends are incorporated
- Promote Kent Country Parks through positive marketing.
- Manage and resolve customer queries and complaints.
- Flexible to work at other country parks and countryside sites to meet the needs of the service.

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: Education Ranger

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.

	CRITERIA
QUALIFICATIONS	Level 3 Certificate for Forest School Leaders Has or working towards Level 3 Award in Education and Training or similar. Degree in environment or education. Has or working towards a certificate in outdoor first aid.
EXPERIENCE	Experience of national curriculum key stage 1 and 2. Previous customer service experience. Delivering a range of environmental educational events and visits
SKILLS AND ABILITIES	Solve complex problems. Recommend improvements to work practices. Identify and resolve issues. Accountability of managing individual targets and budgets. Plan and provide suitable resources within set budgets. Advance planning of resource allocation. Excellent organisational skills
KNOWLEDGE	Competent to provide support to other staff. Able to use Microsoft packages, emails and online booking systems. Excellent knowledge of countryside practices.
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 (If this document is being used for recruitment purposes, examples of behaviours which support the Kent Values will need to be demonstrated within the context of this post)