

## 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>Kent Country Parks Team</b>                          |
| <b>Grade:</b>          | <b>KR4</b>  |
| <b>Responsible to:</b> | <b>Ranger Services Manager North and West Kent Team</b> |
| <b>Based at:</b>       | <b>Shorne Woods Country Park, Gravesend</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, 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 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 delivery of the Biodiversity enhancement project funded by National Highways.
- 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 Ranger Services Manager

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.

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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>   |
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| <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>• Must hold clean current driving licence</li> <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> </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 AND KENT VALUES</b> | <ul style="list-style-type: none"> <li>• Good communication and inter-personal 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> <p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• <b>We are brave. We do the right thing, we accept and offer challenge</b></li> <li>• <b>We are curious to innovate and improve</b></li> <li>• <b>We are compassionate, understanding and respectful to all</b></li> <li>• <b>We are strong together by sharing knowledge</b></li> <li>• <b>We are all responsible for the difference we make</b></li> </ul> |