



SWINDON
BOROUGH COUNCIL

Job Title: Parks Ranger	Role Profile Number:
Grade: L Salary:	Date Revised: February 2016
Directorate/Group: StreetSmart, Service Delivery	Reporting to: Ranger and Volunteering Supervisor
Structure Chart attached:	

Job Purpose

StreetSmart encompasses a wide range of services including Grounds Maintenance, Parks and Open Spaces, Waste Collection and Management, Environmental Cleansing, and the Town Centre Hub which incorporates a multi-agency team.

StreetSmart's high visibility services feature very highly in the priorities of both Members and residents of the Borough, with a significant influence on the way stakeholders perceive the Council.

The StreetSmart response to the challenges the Council faces will facilitate a customer focused service delivery model that demonstrates value for money and embeds a culture of continuous improvement. In doing so, the service will meet the Council's objectives – 'Work with residents to create well cared for neighbourhoods' and 'Make best use of Swindon's resources inside and outside the Council'.

The Parks Ranger will lead on engaging with key stakeholders and volunteer groups in maintaining and enhancing our Parks and Open Spaces throughout Swindon. The types of maintenance work undertaken are Grass Cutting, Soft & Hard Landscaping, Tree Management, Woodlands, Play Areas, Parks, and, Fisheries. There are also specialist type duties in maintaining the Pitch and Putt Course and Splash Park facilities. The role will also lead on engaging with volunteer groups and planning and leading public events in the yearlong Ranger programme.

An integral part of the role is promoting biodiversity, habitat management and conservation in all our open spaces.

This role will require weekend & banks holiday working on a rota basis.

Key Accountabilities

- To be the Lead Ranger for designated sites or specialist areas of work within agreed guidelines.
- Organize and participate in the delivery of a programme of environmental conservation education for all sections of the community through a variety of events, walks, talks, workshops, displays, leaflets, school and community group visits. To include participation in Borough wide promotional events, including those taking place at weekends and evenings.
- Maintain a visible presence by patrolling and liaising with the public, landowners and stakeholders, ensuring Byelaws are upheld and safety promoted
- To support Swindon Borough Council in ensuring that the Council vision, goals and values are promoted and implemented.
- Assist in the management and conservation of biodiversity within our open spaces, along with developing and implementing site management plans where applicable.
- To support the Ranger and Volunteering Supervisor in updating management/grazing plans for the three main country parks and open spaces, and to check agreements are being followed.
- Organize and support Volunteer Rangers, work experience students and corporate groups providing expertise, training and supervision to ensure safe working practices take place through an agreed work programme.
- Contribute to the development and implementation of site management plans, activity risk assessments, along with buildings risk assessments and reports.
- To be responsible for issuing tickets and receipts for activities and to account for all monies collected.
- Carry out site inspections, safety/risk management /audits, along with regular Splash Park Water checks in accordance with PWTAG code of practice. (Pool Water Treatment Advisory Group PAS 39:2003)
- Carry out a wide range of maintenance, repair and emergency works as necessary, along with litter-picking and toilet cleaning during busy periods. Assist in the security and monitoring of buildings found around the various sites managed by the team reporting any maintenance issues.

Participate in the Council's Appraisal system, and identify any training needs with the Ranger and Volunteering Supervisor

This job description is intended as a general guide to the duties of the post and is not inflexible. It may be altered from time to time to reflect the changing needs of the organisation in consultation with the post holder.

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

Minimum –

- Proven experience in a similar role. Experience to include conservation and biodiversity within a performance culture.
- Educated to degree level or working towards or equivalent through work experience or training.
- Knowledge and practical experience of using ICT as an analytical and management tool.
- The ability to manage tight deadlines and conflicting demands whilst demonstrating a strong commitment to quality, customer care and service delivery.
- Self-motivated and ability to make appropriate decisions using own initiative.
- Ability to work in partnership across teams, the wider organisation and external parties with the ability to articulate complex ideas clearly and simply to non-technical audiences.
- Excellent listening, communication and interpersonal skills.
- Ability to manage difficult situations and experience of conflict resolution.
- Demonstrable experience of leading, implementing and adapting to change.

Preferred –

- Professional qualifications in conservation or equivalent.
- Understanding of the decision making process in a political environment.
- First Aider.

Decision Making

- Responsible for the daily supervision of the Ranger and Volunteer Workforce.
- Lead by example.

<p><u>Job Scope</u></p> <p>Number and types of jobs</p> <ul style="list-style-type: none">• Supervise volunteer groups• Overall workforce responsibility 20 people	<p>Budget: N/A</p>
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Contacts and Relationships

- Significant experience of successfully working within teams, including external partners, and volunteers.
- Ability to operate confidently with as a volunteer group leader.
- Confident in and able to challenge actions, behaviours and decisions, in the event that they are contrary to the agreed strategy.

Values and Behaviours

We strive to underpin our culture of being 'At our Best' through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name::
Date:	