



Role Profile

Job Title: Country Park Assistant Warden	Role Profile Number: OPN124
Grade: K	Date Prepared: November 2021
Directorate/Group: Operations	Reporting to: Parks & Open Spaces Monitoring Officer

Job Purpose

- To support the Rangers to maintain the Country Parks including all of the park facilities.
- Work alongside the Rangers to operate and maintain public facilities across all parks, such as Splash Park, Mini Golf and Pitch & Putt, Toilets, Play Parks, and bin emptying

Key Accountabilities

- Support the Ranger team to deliver a range of services within the country parks of Swindon.
- Maintain a visible presence by patrolling and inspecting the parks.
- Respond to enquiries from members of the public about the parks
- Work in the kiosks during the spring and summer.
- Assist with minor gardening duties around the parks as directed by the Rangers or Trees, Grounds and Country Parks Manager.
- To take part in a structured rota system to ensure lone working is reduced across all park facilities.
- Work with members of the public through the Ranger volunteer programme.
- Take part in a programme of community events, walks, talks, workshops, displays, leaflets, school and community group visits, including those taking place over the weekend.
- Carry out a wide range of maintenance, repair and emergency works as necessary, along with litter picking and toilet cleaning.
- Contribute to the development and implementation of site plans and activity risk assessments.

Knowledge & Experience

- Experience of working in a public facing role.
- The ability to travel to different sites throughout the day.
- Cash handling and till work.

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