



SWINDON
BOROUGH COUNCIL

Role Profile

Job Title: Country Park Warden	Role Profile Number: SBC_11661
Grade: K	Date Prepared:
Directorate/Group: Operations	Reporting to: Country Park Ranger
Structure Chart attached:	Yes

Job Purpose

- To work as part of the team responsible for the conspicuous care and conservation of Swindon's Strategic Country Parks, ensuring the well-being and enjoyment of the visiting public.

Key Accountabilities

- Maintain a visible presence by patrolling the parks, providing good public relations, responding to visitor concerns and ensuring that the Country Code and appropriate conduct is promoted and enforced
- Ensure public toilets are opened daily and thereafter monitor and clean as necessary at regular intervals throughout the day, taking particular account of the day's schedule.
- Assist in reporting, surveying and collating visitor feedback and other data to support site market research
- Assist in a marshalling and caretaking capacity for country park events and hiring's as directed
- Be responsible for the daily locking and unlocking of the entrance gates in accordance with requirements (subject to review) to ensure the security of the parks
- Assist with daily inspections of play equipment, Splash Park and other park amenities and the surrounding safety surfacing, maintaining records, immediate reporting of defects and non-specialist minor repairs and cleaning as required.
- Assist with maintaining and supervising of BBQ sites, including the cleaning and preparation of such.
- Carry out daily litter collection, clearance and emptying of all litter bins and removal of dog fouling, with appropriate equipment from all areas of the parks.
- Carry out sweeping and cleaning of paths, steps and entrances as necessary and daily inspection of paved surfaces, including around buildings to maintain a high quality presentation for public access and reporting any defects to the Country Park Ranger.
- Undertake training as required to enable full competency to work on any area of the Strategic Parks as directed.

- Unlock and supervise park attractions and services such as Walled Garden, Splash Park, Play Park, Toilets and any other area within the parks.

Supplementary Accountabilities

- Undertake any other duties that can be accommodated within the grading level of the post as instructed.

Knowledge & Experience

- Relevant experience in grounds maintenance or countryside management or similar
- Good presentation and communication skills, particularly verbal.
- Good team worker, also self-motivated and able to work on own initiative
- Tactful, alert and confident to interface with the public
- The ability to travel between the 5 strategic country parks, (Lydiard, Coate Water, Barbury Castle, Stanton and Shaw Forest)

Qualifications

- 3 GCSE Grade C or above or complimentary experience
- Full driving licence preferred
- First Aid Qualification

Decision Making

- Day to day decisions relating to the prioritising tasks/work schedule enabling the smooth running of management and maintenance of the Councils Strategic Country Parks.

Creativity and Innovation

- Help to devise and present workshops, talks and activities to suit all ages
- Ability to work on own initiative and problem solve on site.
- Ability to work with minimal supervision.

<p><u>Job Scope</u></p> <p>Number and types of jobs managed</p> <ul style="list-style-type: none"> • None <p>Typical tasks supervised/allocated to others</p> <ul style="list-style-type: none"> • None 	<p>Budget Holder</p> <p>Responsibility</p> <p>Asset Responsibility:</p>	<p>No</p> <p>.</p>
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Contacts and Relationships

The post holder provides a high visibility interface with the general public in the parks and is expected to be an ‘ambassador’ for the site they are working in as well as its services. The post holder will also communicate onsite with event organisers, volunteers, community groups, schools, grounds maintenance staff and contractors

Values and Behaviours

We strive to underpin our culture through strong management and authentic leadership, this means getting the management basics right, and ensuring what we commit to individually and collectively, we own and demonstrate accountability aiming to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours , this means in our work we are:

Connected: We put Swindon and its people at the heart of everything we do.

We display a communication and behaviour style that promotes a positive Council identity in connecting with residents, customers, colleagues and other stakeholders ensuring a partnership approach to delivering our vision. Always asking, “is what I am doing in the best interests of Swindon and its people,”?

Resilient: We are forward thinking and work smart

We seek to identify where things can be improved, ensuring this learning is embedded, evaluated and built upon through a strong approach to continuous organisational development.

Brave: We respect and work together with our colleagues and customers to achieve success

We act in an emotionally intelligent way, setting positive examples around accountability, risk and governance. This will be delivered through developing ourselves and our teams to achieve the highest possible levels of productivity and performance.

Other Key Features of the role

The role involves regular outdoor work in all weather. Duties will entail working outside of normal office hours including weekends and other holidays and may include Lone Working. There is a requirement for early morning, evening and night work. Lifting heavy weights and using power tools is required. Occasional verbal abuse and aggression from people is to be expected.

Working pattern is 5 over 7 days and will include weekends, bank holidays and some late evenings.

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