

## **Job description**

### **Park Ranger**

### **Green Space and Heritage**

### **Band 3**

The postholder will be based at one of the main parks but will be required to work at any of the council's leisure sites as required in order to meet the needs of the authorities in West Suffolk.

- Carry out regular patrols of parks and open spaces around the borough to ensure that routine safety checks are carried out as required. During such patrols, rangers will provide a friendly and helpful customer interface to members of public visiting the facilities.
- Help to care for the parks and open spaces they visit by resolving issues where appropriate and by reporting faults and behaviour likely to be detrimental to the natural and built infrastructure or to the enjoyment of other parks users.
- Be expected to attend sites as directed by their designated rota.
- Be required to advise customers on regulations to protect the integrity of each site and its users.
- Collect small amounts of litter on sites and report large litter problems to the Waste Management section. Broken glass on or near play areas will be treated as an emergency for immediate collection.
- Undertake visual inspections of play equipment
- Producing records and reports as directed by the Parks and Open Spaces Manager.
- As the first point of contact for visitors you are expected to enable visitors to enjoy the site.
- Liaise between visitors, volunteers, event managers and staff to support the needs of the site and its visitors.
- Assist the Senior Rangers in the development and operation of the volunteer network throughout the district.
- Assist with, and on occasions operate events within the events programme.
- Assist with the operation of the retail facilities as required at all sites where they are based.
- Act as a liaison point with organisers of external events and complete duty of care reports for each event.
- Be required to empty bins and litter pick through-out the park you're based at. This may be frequent during busy times such as school holidays or during large events.
- Assist with conservation and landscaping. This will involve the use of hand and power tools.
- Will be required to help with educational visits from schools and clubs.
- Maintain good housekeeping throughout the site and especially in shared use areas such as the workshop/office.

**April 2023**