

**WHERE
CAREERS
THRIVE**

**When potential
is unlocked,
talent *thrives***



**West
Northamptonshire
Council**

Job Title – Park Ranger (Part Time)

(Wednesday – Thursday – Friday)

Environment, Countryside and Parks

Service, Directorate

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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Northamptonshire
Council**

Purpose and impact:

To work as part of the West Northamptonshire Park Ranger team to assist with the operational management of West Northamptonshire parks in accordance with park management plans, service policies and procedures.

Ensuring our parks and open spaces in West Northamptonshire are presented in a manner which not only maintains our current 'Green flag' awards but also strives to achieve more 'Green flag' awards across our parks and open spaces. The primary base will be Daventry Country Park, however the role is to assist with the management of all parks across West Northants.

Accountable to:

This role is accountable to the Parks Projects Officer and, has no line management responsibilities. The role sits within Assets & Environment part of the Place, Economy & Environment Directorate in West Northamptonshire Council.

Responsibilities:

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

1. To assist with the day-to-day management of the parks in accordance with park management plans, service policies and procedures, including security, maintenance and visitor management and visitor services.
2. To ensure that the play area is kept clear of weeds, detritus and to report any noticeable defects.
3. To undertake park maintenance operations, including the minor maintenance of machinery, tools, and equipment.
4. To assist with the voluntary staff, work placements, public groups and individuals as directed.
5. To assist with park events and other public activities, including giving guided walks and talks.
6. To foster good relations with all park stakeholders including visitors, friends of parks groups, on-site leaseholders, local councillors, neighbouring landowners, local businesses, and community groups.
7. To deal with emergencies and summon assistance where necessary.
8. To patrol the parks, assist the visitors and encourage compliance with the park byelaws and the country code. Apply appropriate enforcement, by way of issuing Fixed Penalty Notice's, where appropriate to do so.
9. To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, through effective use of Office 365 and our internal IT systems and applications.
10. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
11. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, including undertaking risk assessments for activities.

Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
Effective communication with people of all ages, abilities, and backgrounds in one to one and group situations.	Essential	A,I
Able to lead groups activities and motivate volunteers.	Essential	A,I
Personable manner, good diplomacy and negotiation skills.	Essential	A,I
Able to manage incidents and difficult people.	Essential	A,I
Highly motivated with a genuine interest to work in the countryside	Essential	A, I
Physically fit to cope with the physical demands of role and able to travel freely between sites.	Essential	A, I
Good general knowledge of habitat management techniques.	Desirable	A, I
Good general knowledge of wildlife.	Desirable	A, I
This is applicable to all roles in WNC that are required to use IT equipment: Demonstrate effective use of Office 365 (inc. Teams, OneDrive, etc) or willingness to undertake training during the probation period.	Essential	A,I

Knowledge:	Essential / Desirable	Measured by
Practical estate maintenance (mowing, fencing etc)	Essential	A,I,D
Good knowledge of natural history	Desirable	A,I

Relevant experience:	Essential / Desirable	Measured by
Working in country parks or estates	Essential	A,I,D
Supervising volunteers	Essential	A,I
Visitor / customer services	Essential	A,I
Working as a Park Ranger	Desirable	A,I
Leading group environmental activities	Desirable	A,I
Supervising contractors	Desirable	A,I
Experience with enforcement and issuing fixed penalty notices	Desirable	A,I

Education, training and work qualifications:	Essential / Desirable	Measured by
Full license which confirms the right to drive in the UK	Essential	A, I, D
Level 2 / 3 Countryside Management (or above)	Desirable	A, I, D
NPTC chainsaw certification	Desirable	A, I, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Additional pre-employment checks specific to this role include

Standard Disclosure and Barring Service check

Day-to-day in the role:

Hours:	18	Primary work base:	Daventry Country Park
Job family band:	Environment , Countryside & Parks	Worker type:	Field-based worker
Salary range:	£16.24-£17.11 (hourly rate)	Budget responsibility:	N/A
People management responsibility:	N/A		

Working conditions & how we work:

Working conditions – This is a manual role, requiring the post holder to be physically fit to cope with the physical demands of the role. The role will also require the post holder to undertake site visits, this will include land with uneven surfaces i.e., Parks and Open spaces.

The team - You will work as part of the Environment, Countryside & Parks team which include both strategic and operational roles to ensure our parks and open spaces are maintained and developed for West Northamptonshire residents to enjoy.

Flexibility - This role has been identified as a Field-based worker type, this means that although you will have a primary work location, you will work across several parks and open spaces to meet the demands of the role. The role is 18 hours per week across 3 days. This role does not include the ability to work at home.

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T	Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
H	High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R	Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I	Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V	Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
E	Empower	we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

“Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture.”

Should you require this document in another format or language, please
contact: Careers@westnorthants.gov.uk

When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

