

Post Title: Park Ranger
Grade: E

Job Purpose

To promote the Council's vision, values, aims, objectives, and priorities actively and effectively, putting our citizens first through the delivery of best value services.

Carrying out a range of duties on parks, nature reserves and greenspaces across the city. Working with the Volunteer Coordinator, Biodiversity team and other officers to organise and lead volunteer work parties as part of the Nottingham Green Guardians programme. Deliver site improvement works aligned to management aims and objectives, working towards the City's emerging Biodiversity Net Gain policy and meeting current legal and wildlife obligations.

Organise and carry out engagement events and activities as part of the role, including promotional events, guided walks, children's and seasonal activities. Marketing of these activities and accurate recording and reporting of all tasks will be required.

There will also be opportunities to work alongside local educational institutions and businesses (via corporate sponsorship) to carry out workshops and activities to enhance local sites.

Individual Leadership Expectations

As an Officer of the Council, you will be expected to demonstrate our core behaviours, linked to the following four themes:

- **Individual Leadership:** by putting our citizens and customers first, delivering against your objectives, helping to set direction, and putting forward ideas for improvements.
- **Equality Diversity & Inclusion:** by ensuring we consider the needs of all NCC citizens in our work, show respect for others, upholding and adhering to the Council's Code of Conduct.
- **Change & Innovation:** by being creative, delivering change when needed, sharing problems, and helping to bring forward suggestions for improvements.
- **Collaboration:** by working well with others, identifying the needs of colleagues and others to deliver great services and by being a good communicator who works well with a range of audiences.

Specific Duties

1. Actively promote and embed Equality, Diversity, and Inclusion through all actions and in accordance with the organisation's EDI strategy and objectives.
2. Contribute to our corporate responsibility in relation to climate change by taking action and limiting the carbon impact of activities within your role and championing this work.
3. To carry out formal site inspections, and routine patrols, reporting damage as appropriate, to help the service comply with Health & Safety requirements.



4. To manage the day-to-day customer engagement and management of facilities during routine site visits, acting as joint key holder to secure buildings and other facilities before, during and after activities.
5. To assist with marketing activities across the service including the organisation and programming of events to effectively promote the social, health, community and leisure benefits of outdoor pursuits.
6. To promote the use of Nottingham City Council's Parks and Greenspaces and understanding of environmental issues by producing interpretative materials, organising events, giving guided walks, illustrated talks and other promotional activities as necessary.
7. Working with Nottingham Green Guardians, to identify opportunities and develop links with the universities, schools, businesses and community groups to deliver environmental education, volunteering opportunities and conservation sessions across the City.
8. Assist in the development and practical implementation of site management plans and briefs for parks, nature reserves and greenspaces to help comply with Biodiversity Net Gain and other legal requirements.
9. To monitor standards and ensure Nottingham Parks are maintained and managed in line with management plans to achieve and sustain Green Flag and other appropriate standards, to help meet ongoing Heritage Lottery Funded obligations.
10. To attend meetings of the Council, user groups and partners and to prepare written reports as required, whilst investigating and responding to complaints / enquiries as needed.
11. Working hours are organised in accordance with the needs of the service. They will include evenings, weekends and public holidays, as required.

Numbers and grades of any staff supervised by the post holder:

Management of volunteers, community and business groups, members of the public and contractors as required.

All staff are expected to abide by the obligations set out in the Information Security Policy, IT Acceptable Use Policy and Code of Conduct in order to uphold Nottingham City Council standards in relation to the creation, management, storage and transmission of information. Information must be treated in confidence and only be used for the purposes for which it has been gathered and should not be shared except where authorised to do so. It must not be used for personal gain or benefit, nor should it be passed on to third parties who might use it in such a way. All staff are expected to uphold the City Council obligations in relation to current legislation including the Data Protection Act and Freedom of Information Act.

This is not a complete statement of all duties and responsibilities of this post. The post holder may be required to carry out any other duties as directed by a supervising officer, the responsibility level of any other duties should not exceed those outlined above.

Produced by: Senior Green Space Development Officer

Date 8/5/2024



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AREA OF RESPONSIBILITY	REQUIREMENT	MEASUREMENT		
		A	AC	D
Individual Leadership	Takes personal accountability for own development.		✓	
	Drive and motivation, ability to deliver against challenging objectives.	✓	✓	
Change and Innovation	Confidence and ability to put forward ideas for change.		✓	
	Ability to be creative, to be able to identify problems and work to create solutions.	✓	✓	
Collaboration	Evidence of working successfully in partnership across different sectors, building and maintaining good working relationships.		✓	
	Evidence of actively working with others to improve collaboration internally and externally.	✓	✓	
Equality, Diversity, and Inclusion	An understanding of why it's important to consider equality, diversity, and inclusion in all that we do.	✓	✓	
	Demonstrating personal commitment to the equality, diversity and inclusion challenges faced by our workforce and Nottingham's people.	✓	✓	
Technical Skills and Knowledge	Ability to plan organise and deliver community, conservation, business and volunteer activities along with varied events and associated marketing.	✓	✓	
	Good knowledge of UK habitats and local BAP and red list species, Biodiversity Net Gain and other relevant legislation	✓	✓	
	Ability to work effectively in an unsupervised environment, to motivate, manage and develop volunteers.	✓	✓	
	Good understanding of park maintenance, security and Health & Safety legislation. Ability to undertake tasks and inspections to ensure the service is compliant with these requirements.	✓	✓	



	Ability to work evenings, weekends and Bank Holidays as required by the service, and wear uniform and appropriate PPE as required.		✓	✓	
	Ability to communicate with both staff and the public, in a variety of different circumstances and media, utilising social media and common computer software when needed. Ensuring difficult situations are handled tactfully.		✓	✓	
	Practical experience of park and conservation management and maintenance including the implementation of Green Flag standards.		✓	✓	
	Hold a full driving licence		✓	✓	✓
Qualification requirement	Hold a Higher Level qualification in a relevant discipline or practical ranger experience		✓	✓	✓
A - Application	AC – Assessment Centre	D – Documentary			