



WORKING TITLE: SEASONAL PARK RANGER	CLASSIFICATION: SEASONAL PARK RANGER
DEPARTMENT: COMMUNITY JUSTICE	DIVISION: PARKS
PAY RANGE: OPEU 7	FLSA CATEGORY: NON-EXEMPT
PHYSICAL REQUIRMENTS: ATTACHED	WORKERS COMP CODE: 9102
PPE: PER WORK LOCATION	REVISION DATE: MARCH 2021

JOB DESCRIPTION

GENERAL STATEMENT OF DUTIES:

Conducts daily maintenance patrols of assigned parks and perform work in maintenance, cleaning, and repair of county parks, boat ramp facilities, and grounds. The position is seasonal (through the Summer) with work being scheduled primarily on weekends.

SUPERVISION RECEIVED:

Works under supervision of the Parks Maintenance Supervisor and department head.

SUPERVISION EXERCISED:

Supervision of other employees is not a responsibility of this position. May give directives to volunteers and work crew.

DUTIES AND RESPONSIBILITIES INCLUDE ESSENTIAL FUNCTIONS OF POSITIONS ASSIGNED TO THIS CLASSIFICATION. DEPENDING ON ASSIGNMENT, THE EMPLOYEE MAY PERFORM A COMBINATION OF SOME OR ALL OF THE FOLLOWING DUTIES:

MAINTENANCE

- Mows lawns with small riding and walk-behind power mowers.
- Operates weed-eaters, leaf-blowers, pressure washers, edgers, and other landscape-related hand-held power tools.
- Cleans rest rooms and other park facilities by sweeping, washing, disinfecting and mopping floors, walls, ceilings and fixtures.
- Fills paper product dispensers.
- Collects and properly dispose of garbage.
- Cleans barbeque grills, tables, footpaths, parking areas, wastewater disposals, signs, drinking fountains and other small fixtures.
- Picks up and properly disposes of litter.
- Assists in small projects related to construction, maintenance and restoration of hiking trails, footpaths, footbridges, parking areas and curbs.
- Assists in painting buildings and other structures using brushes, rollers and spray equipment; properly cleans tools and disposes of cleaning solutions.

VISITOR SERVICES

- Attempts to generate voluntary compliance of park area rules through the use of education and advisement.
- Provides information to park visitors and others.
- Notifies law enforcement of criminal behavior.

OTHER

- Notifies park management staff of maintenance issues and general park condition reports.
- Maintains log of parks visited and tasks performed.
- Guides the work of individuals or teams composed of community service workers, on a task-specific basis.
- Performs other related duties, as assigned.
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JOB SPECIFICATION

KNOWLEDGE OF:

- Materials and hand tools used in park maintenance and construction.

SKILL IN:

- Organizing equipment, materials and relevant work documents.
- Basic Mathematics, sufficient to perform simple calculations.
- Adapting to change.
- Operating required machinery and equipment.

ABILITY TO:

- Learn park rules and regulations.
- Learn lawn, shrub and tree care principles and practices.
- Operate hand tools.
- Work out-of-doors performing manual labor for extended periods of time in all weather conditions.
- Work flexible hours including weekends.
- Understand and follow written and oral instructions.
- Maintain written logs and write brief reports on issues.
- Establish and maintain effective working relationships with supervisors, subordinates, other county employees and the public.
- Effectively deal with persons in difficult and stressful situations.
- Attend work as scheduled and/or required.

MINIMUM QUALIFICATIONS:

Must be a high school graduate or possess a GED with some experience in general maintenance, landscape, or construction work. Must be at least 21 years of age because of the likely risk of exposure to alcohol containers and alcohol and the requirement to dispose of them.

OTHER REQUIREMENTS:

Seasonal Park Ranger

Ability to secure and maintain a driver's license valid in the state of Oregon or an acceptable alternative means of transportation. May be required to drive a County vehicle. Employees authorized to operate a private vehicle on County business are required to carry a valid driver's license and liability insurance minimums as outlined in ORS 806.070.

May be subject to successful completion of a background check.

WORK ENVIRONMENT/PHYSICAL DEMANDS SUMMARY:

The employee typically works in a park or other outdoor area and uses mechanical equipment as needed to perform duties. The noise level in the work environment is typical of that of a park. Work will involve travel from one location to another to perform work. The employee will encounter frequent interruptions throughout the workday. The employee may encounter angry or disgruntled individuals who attempt to obstruct work. The employee may encounter illegal activity, controlled substances and other contraband in park settings.

The employee is regularly required to talk, listen and hear, frequently required to use repetitive hand motion, handle or feel, and to sit, stand, walk, reach, bend, regularly push, pull and lift up to 40 pounds and occasionally push, pull and lift up to 60 pounds. The incumbent will regularly use mechanical equipment such as lawn mower, hedger, edger, and pressure washer.

The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description in no way states or implies that these are the only duties to be performed by an employee occupying this position. Employees may be required to perform other related duties as assigned, to ensure workload coverage. Employees are required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. This job description does NOT constitute an employment agreement between the employer and employee and is subject to change by the employer as the organizational needs and requirements of the job change.

The job specification requirements stated are representative of minimum levels of knowledge, skills, and abilities to perform this job successfully. Any satisfactory equivalent combination of experience and training which ensures the ability to perform the work may substitute for the above so that the employee will possess the abilities or aptitudes to perform each duty proficiently.