

The Maryland-National Capital Park and Planning Commission

TITLE: Senior Park Ranger
SERIES: Park Activities

GRADE: G CODE: 3291
DATE: 12/14/04 FLSA: Non-Exempt
EEOC: Service/Protective

Class Definition

Under general supervision, performs a variety of responsible park management support work involving moderate responsibility and complexity; this is the full performance level. Patrols and inspects park properties, and facilities, and enforces and issues parking citations and pavilion/special-use permits. Provides direction and guidance to Park Rangers, seasonal employees and volunteers. Conducts site evaluations of nuisance and injured wildlife and related issues and complaints, and resolves the situation with approved wildlife management techniques. Develops, conducts and evaluates educational, park safety and outreach programs. Plans and carries out special projects or events involving coordination with other agencies within or outside the Commission. Performs other duties as assigned.

Examples of Important Duties

1. Patrols and inspects park properties and facilities to ensure safety of the public, natural/historical resources, and park property. Responds to complaints, and reports unsafe, hazardous, unsanitary, inappropriate conditions or illegal activities (e.g., unsafe park equipment, fire, dumping, vandalism, unruly persons, poaching) to proper authorities. Prepares incident reports.
2. Encourages compliance with Commission rules and regulations. Checks, enforces and issues special-use, pavilion and camping permits for activities within parks. Monitors motor vehicle traffic and parking, issues parking citations, appears in District court to defend citations, and directs traffic for county-wide events and programs.
3. Cooperates with Park Police and other law enforcement agencies of local, state, and federal government in: crime prevention, search and rescue, natural resources law enforcement, environmental crimes, accident investigation and public safety. Provides assistance to facilities and parks when Commission is closed due to emergencies, such as inclement weather.
4. Designs, develops, and conducts specialized natural resource management, interpretive and park safety programs. Conducts school based educational programs, career days, science fairs, and provides other support for student activities. Prepares presentation material.
5. Provides general assistance to park visitors. Responds to questions and complaints concerning park rules and regulations, natural, environmental or conservation issues, wildlife matters and identification. Conducts tours of parks.
6. Participates in the planning for and subsequent support of county-wide major events, festivals and programs. Researches and writes articles for newsletters, community associations and updates; designs and distributes brochures, newsletters and flyers for publicity. Monitors park usage and recommends strategies to improve park operations.

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Examples of Important Duties (continued)

7. Provides direction and training to Park Rangers, seasonal staff and volunteers in performance of their responsibilities. Directs youth conservation crews and seasonal workers, and coordinates the work of court-assigned and work-release workers, volunteer work groups, and others in conservation, park enhancement projects. Assists in developing work schedules and setting goals, objectives and work standards. Assists with employee evaluations and develops and conducts employee training.
8. Plans, researches, develops and maintains outdoor natural study and management areas. Conducts conservation and resource management projects such as monitoring water quality, wetlands planting and reforestation projects. Practices sound forestry management techniques. Identifies and evaluates natural resources in parks (e.g., plants, wildlife, wetlands and geological features).
9. Conducts research and field studies. May serve as a technical resource on subject matters, and provides such technical leadership and program direction to environmental, nature, and wildlife topics for groups in the community. Exchanges information with other organizations, and attends professional conferences to identify new programs, methods, and equipment which might be useful in facility and park operations.
10. Represents the department to the community, special interest groups and committees concerning departmental updates, wildlife matter, and conservation issues. Develops special programs for major natural area parks, such as managed public hunting and fishing. Conducts community relations efforts. Implements forestry, wildlife and special management plans.
11. Prepares requests for the purchase of routine supplies and materials. Maintains records related to revenue operations. May provide input for budget preparation and control.
12. Performs routine maintenance and repairs on vehicles and equipment used for patrol. Responsible for ensuring the availability of first aid supplies and needed safety and visitor service equipment while on patrol.

Important Worker Characteristics

- A. Knowledge of: (1) parks and park activities (e.g., hunting, fishing, boating, camping, etc.); (2) environmental science; (3) wildlife management; (4) recreation; (5) outdoor and water safety; (6) CPR* and first aid*; and (7) Commission policies, procedures and activities*.
- B. Skill in operation of: (1) Commission communication equipment; (2) chain saw; (3) light truck and motor vehicles; (4) safety equipment *; (5) hand tools*; (6) boat*; (7) bicycle; (8) audio-visual equipment; (9) camera; and (10) field sampling equipment; (11) wildlife traps*.

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Important Worker Characteristics: (continued)

- C. Ability to: (1) apply specialized procedures and regulations; (2) follow complicated written and oral instructions; (3) calculate fractions, decimals, and percentages; (4) read maps, technical reports, and correspondence; (5) write correspondence, reports and articles; (6) use proper spelling, punctuation, and grammar; (7) speak clearly; (8) organize work efficiently; and (9) provide courteous service.

*Developed primarily after employment in this job class.

Minimum Qualifications

1. Bachelor's degree in Park Administration, Park Management, Recreation, Natural Sciences, Public Administration, or related subjects; and one year of progressively responsible experience in one of these areas; or
2. An equivalent combination of education and experience.
3. Must pass Commission medical examination.
4. Valid driver's license.

Working Conditions

Works outdoors in varying weather conditions. May work rotating shifts including evenings, weekends, and holidays. Must be able to lift 50 pounds. Performs physical activities such as, biking, hiking and prolonged standing. Regularly deals with public complaints and problems.