

The Maryland-National Capital Park and Planning Commission

TITLE: Park Ranger II

GRADE: 22

DATE: 6/2/2021

SERIES: Park Activities CODE: 2304

EEO: Protective Service

FLSA: Non-Exempt

Class Definition:

Under general supervision, performs as a fully experienced Park Ranger that involves responsibility for a variety of natural resources, park management and operations support work. Independently patrols and inspects park properties and facilities, and enforces and issues parking citations, civil citations and pavilion, special use and scientific permits. Reports and responds to complaints of unsafe, hazardous, unsanitary, inappropriate conditions or illegal activities. Provides direction and training to lower level Park Rangers, seasonal employees and volunteers. Conducts site evaluations of nuisance and injured wildlife and resolves with approved wildlife management techniques with a required Maryland State Wildlife certification. Develops, conducts and evaluates educational, park safety and outreach programs on topics such as natural resource conservation, habitat and wildlife management and bike and pedestrian safety. Plans and carries out special projects or events involving coordination with outside agencies and within the Commission. May have assignments that are politically sensitive and participate as spokesperson for the Department. Due to public visibility, work is conducted wearing required uniform. Some work is confidential or sensitive and includes large cash deposits and access to a bank safe. As an individual contributor, work results in completed assignments that have a direct impact on matters of the areas of assignment. Applies knowledge of, and skill in, parks and park activities such as hunting, fishing, boating, camping, environmental science, wildlife or natural resource management, local flora and fauna, recreation, water safety and parking and adult civil citation protocols. Independently performs various types of research and analyses and solves regularly occurring problems, including a range of non-standard problems. Interacts with people inside and outside the Commission to exchange information, coordinate, instruct, guide, advise and obtain agreement or compliance or achieve other desired actions. Performs other duties, as assigned.

Assignments are made in terms of specific duties and responsibilities. The incumbent independently plans and carries out the work in conformance with established policies and procedures and accepted customer service practices, resolves commonly encountered work problems and deviations by selecting and applying the appropriate guidelines, and brings procedural exceptions and recommendations to the supervisor for guidance or resolution. Work is expected to be accurate and is subject to check for conformance with guidelines, quality, quantity, timeliness, teamwork, customer service and other factors.

Examples of Important Duties:

1. Develops and conducts interpretive, recreational and school-based educational programs in natural and cultural history for the general public and specialty groups. Conducts research on topics using sources such as records, books, files, and, where appropriate, interviews with people who have knowledge of a particular site or event; selects and organizes material to fit the purposes of a program and the type of group for which it is intended such as preschoolers, special senior citizen groups, and various other public groups. May be tasked with preparing Scientific Permits and enforcing compliance.

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2. Independently patrols park properties by vehicle, bike, or on foot to ensure compliance with Commission rules and regulations including rental, special use and scientific permits, and other required licenses; issues warnings and parking and civil citations as needed. Inspects park properties to ensure safety of the public, protection and conservation of natural and historical resources and parkland; reports and responds to complaints of unsafe, hazardous, unsanitary, inappropriate conditions or illegal activities; provides first aid, cardiopulmonary resuscitation (CPR) or automated external defibrillator (AED) as needed. Communicates and assists with coordination of Park Police and other law enforcement agencies in crime prevention, search and rescue, natural resources law enforcement, and public safety; appears in District Court to defend citations issued. Operates secured radio system with access to law enforcement.
3. Works with Maryland Department of Natural Resources on Wildlife Management plans for managed hunts and public hunting; maintains state cooperators permits and follows Federal regulations for wildlife management. Presents conservation, natural resource, habitat and wildlife management programs; conducts research, habitat and field assessments. Identifies natural resources (e.g., plants, wildlife, wetlands and geological features) and generates reports and maps; develops, collects and leads data analysis and presentations.
4. Provides direction and training to lower level Park Rangers, seasonal staff and volunteers in performance of their responsibilities; coordinates the work of volunteer groups, and others in conservation, and park enhancement projects.
5. Responds to nuisance and injured wildlife issues using appropriate capture and handling techniques. Completes reports as needed; communicates with public on related matters. Maintains and updates content for Department websites and Park Ranger website.
6. Participates in the Department's Deer Management program that involves working closely with Park Police and the Department of Natural Resources, conducting field dressing for all harvested deer, disposal of waste, and delivery of deer to butcher, and assurance that established safety guidelines are followed. Conducts annual technical deer population studies on parkland using scientific methodology and working with Animal Control to determine deer-vehicle data around parks.
7. Interacts with the public on a daily basis as it relates to general visitor assistance and inquiries about nature, park regulations, park conditions and park properties; promotes positive public relations for parks and encourages public appreciation for the natural environment. Develops and conducts park outings with walks, rides and other activities.
8. Participates in the planning of county-wide events, festivals, and programs; provides support for special events and other programs through developing traffic and pedestrian controls, visitor services, marketing and planning assistance, and enforcing park rules and regulations to ensure safe and enjoyable experience. Coordinates support with Park Police to ensure needed coverage and resources are used wisely.

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9. Conducts outdoor recreation programs and natural and cultural interpretative tours including archery, canoeing/kayaking, biking, hiking and fishing.
10. Serves as lead personnel during park closures and emergency events; coordinates evacuation of parks, snow removal, cleaning debris, and checks various facilities or sites; and provides animal care at nature centers and farms. Responds during medical emergencies until paramedics arrive.
11. Manages natural areas, parks and trails; maintains trails, cuts downed trees, repairs boardwalks and bridges, and removes snow using hand tools, power tools, and heavy equipment including plows. Performs routine maintenance and repairs on vehicles and equipment used for patrol.
12. Represents the Commission during community, special interest groups and committee meetings; collaborates with outside agencies, and groups on joint efforts related to special events, programs and initiatives.
13. Reviews outdoor, environmental and natural resource inquiries and identifies potential changes to park policy, land use and development, and park activities; reviews park master plans and performs research for maintaining and enhancing natural resource quality and diversity.
14. Develops and maintains youth and community garden sites; helps manage garden permits that include developing and enforcing established rules and providing technical assistance to garden sites. Provides educational programs to youth garden sites.
15. Purchases routine supplies and materials; researches and selects work related equipment and materials; ensures availability of first aid supplies and safety equipment while on patrol.
16. Monitors hunting and fishing activities on parkland through patrols, enforcement of rules and regulations, public interactions and communication with federal and state agencies; coordinates with Department of Natural Resources regarding existing and new public hunting areas.
17. Prepares natural and cultural history interpretive materials including signage, flyers, brochures, guides and maps. Uses computer software to complete forms, records and mapping (e.g., ArcGIS).
18. May supervise and provide annual evaluations for non-career staff and daily work assignments.

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Important Worker Characteristics:

- A. Knowledge of, and skill in (1) parks and park activities (e.g. hunting, fishing, boating, camping); (2) environmental science; (3) wildlife or natural resource management; (4) local flora and fauna; (5) recreation; (6) water safety; (7) parking and adult civil citation protocols; (8) Commission organization, policies and procedures*.

**Typically acquired or fully developed primarily after employment in this job class.*

- B. Skill and ability to (1) apply specialized procedures and regulations; (2) organize work efficiently; (3) provide courteous service; (4) write warnings and citations; (5) use good judgment while patrolling and interacting in the field; and (6) provide cardiopulmonary resuscitation (CPR), first aid and automated external defibrillator (AED).
- C. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem.
- D. Skill in communication to understand verbal and written information (including facts, descriptions and ideas) and to express such information so that others will understand. Examples include reading maps, technical reports and correspondence; writing routine correspondence, reports, articles; and presenting information to the public.
- E. Interpersonal skills to interact effectively with contacts in a customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships and working as a member of a team.
- F. Skill in operation of (1) Commission communication and specialized equipment; (2) heavy equipment; (3) light truck, motor vehicles and trailers; (4) safety equipment; (5) power and hand tools; (6) various computerized software programs; (7) bicycle and (8) boat.

Minimum Qualifications (MQs):

1. Bachelor's Degree in Recreation, Park Administration, Park Management, Natural Science, Public Administration or any related field.
2. Two (2) years of progressively responsible experience in Park Administration, Park Management, Recreation, Natural Science, or Public Administration.
3. An equivalent combination of education and experience may be substituted, which together total six (6) years.
4. Pass Commission medical examination.

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5. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's license must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required by the position of assignment.
6. Depending on area of assignment, must be able to obtain and maintain all applicable certifications; obtain Maryland Wildlife Damage Cooperator permit (within six months).

Working Conditions:

Works inside and outdoors in varying weather conditions. May work rotating shifts including evenings, weekends, and holidays. Incumbents in this class must frequently: remain in a stationary position, move from place to place, stoop, reach, push and pull, operate vehicles, tools and equipment, communicate and exchange information with internal staff and the public, be able to view objects from a distance, distinguish between colors, and move dead animals, equipment, tools and supplies weighing up to 49 pounds while performing park ranger duties. May perform physical activities, such as biking, hiking and kayaking.