

**EL DORADO IRRIGATION DISTRICT**  
**Class Specification**

**CLASS TITLE: Senior Park Ranger**

**DEFINITION**

Under direction organizes, assigns and reviews the work of assigned personnel engaged in patrol and maintenance and repair of recreational areas and facilities and emergency response activities; performs duties requiring specialized knowledge; and provides administrative support to assigned supervisor.

**DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level in the Park Ranger series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, by the amount of time spent performing the duties, and by the nature of the public contact made. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision over assigned personnel and perform difficult and complex park patrol and maintenance duties. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

**SUPERVISION RECEIVED AND EXERCISED**

Receives direction from the Parks and Recreation Supervisor. Exercises technical and functional supervision over assigned personnel.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to the class and are not intended to be an inclusive list.*

Plans, prioritizes, and reviews the work of staff, contractors, vendors and others assigned to a variety of patrol, maintenance and repair of recreational areas and facilities and emergency response activities.

Develops schedules and methods to accomplish assignments ensuring work is completed in a timely and efficient manner.

Participates in evaluating the activities of staff, recommending improvements and modifications.

Provides and coordinates staff training; works with employees to correct deficiencies.

Patrols parklands, trails, and waterways and enforces District policies and rules related to public use; opens and closes parklands according to seasonal schedule.

Responds to emergencies; works with other agencies, such as law enforcement, fire, or medical services arrive at the scene; assists other emergency response units, as needed.

Explains and enforces rules and regulations related to use of recreational and watershed areas and facilities, including information regarding noise, parking, and trash disposal.

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Conducts and presents tours of parkland and related facilities.

Responds to complaints; resolves conflicts and mediates disagreements between campsite users; conducts evictions as required.

Collects fees at the gate, boathouse or at campsites and follows District procedures for receiving and accounting for collected fees; checks vehicles for display of fee receipts.

Observes and inspects watershed areas relative to public safety and environmental concerns such as slides or erosion; reports concerns and recommends corrective action.

Maintains, repairs, and cleans buildings and picnic areas; repairs and maintains signs, campgrounds, and surrounding areas.

Provides instruction and oversight to temporary and seasonal staff; implements work orders.

Keeps and maintains records of observations, requests for maintenance and construction work, and daily logs of activities performed; prepares incident reports, studies, and correspondence, and administrative records.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

Principles and practices of technical and functional supervision and training. Principles and practices of natural resources conservation including identification and care of trees, plants, and other vegetation. Operational aspects of park, recreation, and watershed areas. Practices and methods of park patrol, visitor management and safety, customer service and related local and State public safety codes and related rules and regulations.

### Skill/Ability to:

Provide technical and functional supervision over assigned staff; effectively train staff. Perform the most complex duties related to patrol and maintenance and repair of recreational areas and facilities. Apply practices and methods of park patrol, visitor management and safety, and related local and State public safety codes and other rules and regulations. Negotiate and mediate difficult visitor complaints or interactions. Operate snow removal and light construction equipment. Establish and maintain effective working relationships with those contacted in the course of work. Communicate

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clearly and concisely, both orally and in writing. On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment and facilities; interpret work orders; remember equipment location; and explain jobs to others. Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing park maintenance duties; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 50 pounds or less.

Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Two years of responsible journey experience similar to Park Ranger II with the El Dorado Irrigation District.

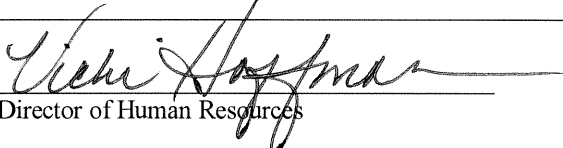
Education:

Equivalent to an Associate's degree from an accredited college with major course work in environmental studies, forestry, criminal justice or a related field.

**SPECIAL QUALIFICATIONS**

License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

 Director of Human Resources	<u>6-28-11</u> Date
Established: 08/18/2009 Revised: 06/28/2011 FLSA: Non-Exempt Unit: Safety	