

EL DORADO IRRIGATION DISTRICT
Class Specification

CLASS TITLE: Park Ranger I/Park Ranger II

DEFINITION

Under supervision performs patrol of District recreational areas and related facilities to ensure visitor compliance with rules and regulations; performs maintenance and repair of recreational facilities, trails, and waterways; and responds to situations requiring emergency assistance.

DISTINGUISHING CHARACTERISTICS

Park Ranger I - This is the entry level class in the Park Ranger series. Positions in this class typically have little or no directly related work experience. The Park Ranger I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Park Ranger II - This is the journey level class in the Park Ranger series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

This class is distinguished from the Senior Park Ranger in that the latter performs the most difficult and responsible types of duties assigned to classes within this series and provides technical and functional supervision over assigned staff.

SUPERVISION RECEIVED AND EXERCISED

Park Ranger I

Receives immediate supervision from the Parks and Recreation Supervisor; receives technical and functional supervision from the Senior Park Ranger.

Park Ranger II

Receives general supervision from the Park and Recreation Supervisor; receives technical and functional supervision from the Senior Park Ranger.

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

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, taking charge until other agencies, such as law enforcement, fire, or medical services arrive at the scene; assists other emergency response units, as needed.

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

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.

Inspects and maintains trails, including supporting trees and pruning brush to clear trails.

Identifies tree health issues such as possible disease infestation or insect activity; assists in or performs trimming, tree removal, and replanting.

Assists maintenance crews in a variety of maintenance and construction projects.

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

Participates in off-season burning and disposal of trash and debris; performs snow removal.

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

Park Ranger I

Knowledge of:

General information of natural resources conservation and natural history. Methods and techniques of basic customer service. Mathematics sufficient to calculate and collect fees and make change. English usage, spelling, punctuation, and grammar. Use and care of various hand and power tools. Use of personal computers and related software applications.

CLASS TITLE: Park Ranger I/Park Ranger II

Skill/Ability to:

Patrol recreational areas and related facilities on foot and by vehicle to ensure public safety and visitor compliance with rules and regulations and perform maintenance and repair of recreational facilities, trails, and waterways. Use and care for hand and power tools. Learn operational aspects of park, recreation, and watershed areas. Learn practices and methods of park patrol, visitor management and safety, and related local and State public safety codes and other rules and regulations. Learn to operate snow removal and light construction equipment. Establish and maintain effective working relationships with those contacted in the course of work. Communicate 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 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:

One year of parks maintenance and/or park patrol experience is desirable.

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.

Park Ranger II

In addition to the qualifications for the Park Ranger I:

Knowledge of:

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.

CLASS TITLE: Park Ranger I/Park Ranger II

Skill/Ability to:

Independently patrol recreational areas and related facilities on foot and by vehicle to ensure public safety and visitor compliance with rules and regulations and perform maintenance and repair of recreational facilities, trails, and waterways. Apply practices and methods of park patrol, visitor management and safety, and related local and State public safety codes and other rules and regulations. Operate snow removal and light construction equipment.

Experience and 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 experience similar to Park Ranger I with the El Dorado Irrigation District.

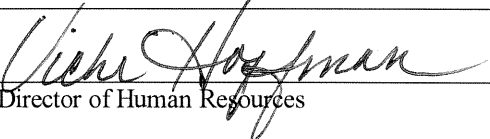
Education:

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:

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 Director of Human Resources	<u>6-28-11</u> Date
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