



## **Park Ranger 3**

**Category:** Classified  
**Pay Grade:** C20  
**Job Code:** 14766

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### **JOB SUMMARY**

Performs highly skilled direct public contact work in the operation, maintenance, and security of an assigned park or park facility, interpreting and enforcing rules and regulations; maintains grounds, buildings, and appurtenances; assists the public by providing information, directions, guidance, and first-aid; may perform grounds and landscape maintenance tasks and facility maintenance; performs routine driving and maintenance of vehicles and uses of radio communications; enforces rules and regulations per Chapter 90, Pinellas County Ordinances, and issues citations for park ordinance violations per Chapter 122, Pinellas County Ordinances.

### **ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)**

- Acts as lead worker in the absence of a Chief Park Ranger at a regional park facility or within a park district comprised of several regional parks;
- Provides technical skills in the field areas of land management, grounds, and facility maintenance, park interpretation, rules enforcement, and the proper maintenance and operation of tools and power equipment;
- Works closely with other government agencies, volunteers, and non-profit organizations to further the management goals of a regional park or regional park district, which may include prescribed burning, mechanical, and chemical invasive plant management, and various park project management;
- Works independently, or as part of a team, to oversee the maintenance and operation of a regional park or park facility;
- Patrols parks, boat ramps, beach accesses, campgrounds, and trails in assigned areas, using assigned vehicles or bicycles and patrols on foot as necessary in areas otherwise inaccessible, or when closer scrutiny is necessary;
- Directs and controls vehicular traffic, makes traffic counts and surveys, and protects park property;
- Provides general landscape maintenance as assigned, which includes the use of hand tools and power equipment and the application of herbicides, insecticides, or other chemicals;
- Cleans and repairs restrooms, shelters, and other buildings;
- Performs first-aid as required;
- Explains department policies, makes campsite reservations, collects fees, and prepares cash reports;
- Investigates disturbances or suspicious circumstances and, when necessary, enforces rules and regulations through appropriate intervention;
- Writes and issues citations to park patrons for violating park rules or regulations and appears in court as an expert witness when required;
- Maintains continual communications with appropriate Chief Park Ranger and law enforcement agencies;
- Maintains the appearance, cleanliness, and sanitary condition of all park and recreation facilities and requests appropriate supplies when necessary;
- Responds to questions from the public and gives information concerning park and recreation facilities, historical sites, rules, regulations, and other related matters;

- Coordinates volunteer personnel activities as needed;
- Maintains the tools, equipment, and devices necessary to ensure the successful operation of a park or facility;
- Oversees special projects or activities relating to park construction, park management, other related activities;
- Performs other related job duties as assigned.

## **QUALIFICATIONS**

### **Education and Experience:**

Three (3) years of experience in general maintenance, landscaping, park operations, or related direct public contact work; or an Associate's degree in natural resources, park administration, leisure studies, forestry, botany, or related field and one (1) year of experience; or an equivalent combination of education, training, and/or experience.

### **Special Qualifications** (May be required depending on area of assignment):

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Employee must possess and maintain a valid certification as a Parking Enforcement Specialist, as outlined in Chapter 316, Florida Statutes, within one year of employment.
- Employee must possess and maintain valid certificates indicating successful completion of First Aid, Cardiopulmonary Resuscitation (CPR), and Automated External Defibrillator (AED), within 6 months of employment.
- Other knowledge, skills, abilities, and credentials required for a specific position.

### **Knowledge, Skills and Abilities:**

- Knowledge of the principles and procedures necessary for public facilities operation, maintenance, and security;
- Knowledge of methods and techniques relevant to applying first aid, and ability to respond to and handle emergencies of all kinds;
- Knowledge of land management practices to include invasive plant management, prescribed burning, and pest management;
- Knowledge of landscape maintenance practices;
- Skill in operating a two-way radio system;
- Skill in learning and explaining rules and regulations, and the ability to tactfully enforce park and campground rules and regulations;
- Ability to establish and maintain effective working relationships with the general public, law enforcement agencies, park supervision, and fellow employees;
- Ability to apply computer applications through Microsoft, Oracle, CityWorks, and other department applications;
- Ability to keep accurate activity logs and incident reports;
- Ability to identify and communicate park history, logistics, and indigenous animal, fish, and plant life;
- Ability to give tours or make public presentations regarding natural or historic areas.

## **PHYSICAL/MENTAL DEMANDS**

The work is medium work which requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Additionally, the following physical abilities are required:

- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Visual ability: Sufficient to effectively operate office equipment including copier, computer, etc.; and to read and write reports, correspondence, instructions, etc.
- Hearing ability: Sufficient to hold a conversation with other individuals both in person and over a telephone; and to hear recording on transcription device.
- Speaking ability: Sufficient to communicate effectively with other individuals in person and over a telephone.

- **Mental acuity:** Ability to make rational decisions through sound logic and deductive processes.
- **Talking:** Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- **Standing:** Particularly for sustained periods of time.
- **Walking:** Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

### **WORKING CONDITIONS**

Work is performed in a dynamic environment that requires sensitivity to change and responsiveness to changing goals, priorities, and needs.