

ALTON TOWN COUNCIL

COUNTRYSIDE RANGER

JOB DESCRIPTION

Responsible to: **Head Groundsperson and Finance and Administration Manager**

Salary: **£22,183**

The job

Alton Town Council is looking to appoint a full time (37 hours per week) Countryside Ranger to work as part of a small team. The appointed person will be passionate about conservation and ecology and ensure that the Council is able to deliver a high-quality experience to residents and visitors when they walk around our informal and countryside open spaces. You will have ambition for growth, both professionally and personally in this role. The position is fully hands-on, working with the existing grounds team in conserving and improving our growing portfolio of countryside spaces and carrying out priorities identified within our management plans. You will also undertake some work with the Town Hall team in organising and executing public engagement activities and volunteering sessions focused on ecology and conservation within our sites.

In this role, there will be some weekends working as well. Any such days worked gets Time Off In Lieu.

Main Duties

- Deliver practical conservation works to protect and enhance our open spaces
- Carry out day to day tasks on appropriate sites to ensure they are maintained to a high standard, kept free from litter and debris.
- Plan and deliver resident and visitor engagement activities
- Monitor and control resources allocated to you, reporting any defects to the Finance and Administration Manager
- Work with volunteers and/or other council staff on specified projects, engagement works and site enhancement schemes and/or site accreditation goals.
- Collaborate with and take advice from statutory bodies including the Environment Agency as appropriate.
- Work with contractors as a project manager to ensure works
- Promote safe working practices to all staff and volunteers
- Ensure appropriate PPE, work issued clothing and Hi-vis is worn as required to carry out your duties.
- Ensure the implementation of the Council's Health and Safety Policy, as appropriate and carry out risk assessments for specific locations and projects as needed.
- Ensure all daily/ weekly/ monthly inspections are carried out as appropriate with any faults reported to the Finance and Administration Manager
- To carry out such other duties as may reasonably be required.

- Help identify new opportunities for funding project works and make applications for funding with assistance from the Finance and Administration Manager as needed.
- Work collaboratively with the Senior and Head Groundsperson to ensure sufficient time, equipment and resources are available for site specific works.

Essential/ Desirable requirements:

Ability to work in alone or in a team

Adaptable and ready to act when unexpected situations arise.

To be presentable at all times when working and demonstrate that you can represent Alton Town Council in the manner befitting the role.

A can-do attitude and a willingness to learn new techniques.

Good communicator

Flexible approach to working, as the role will include weekend work and some anti-social hours.

UK Full driving licence.

NVQ Level 2 or 4 GCSEs A-C (or equivalent) education is expected as a minimum

Able to engage with visitors to ensure they understand the value of your work

Be able to work safely, with risk assessments and compliance with safety procedures

Experience in a land, access and conservation management

Experience in and working in a similar outdoor setting

Competence with machinery and equipment as well as having the relevant certificates required

Current First Aid certificate

Equality Statement

Alton Town Council celebrates and values the diversity brought by employees, potential employees, applicants and volunteers We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnership.