

Job Description and Person Specification



POST IDENTIFICATION

Post Title:	Countryside Ranger Apprentice
Job Evaluation ID:	2105CE
Grade:	3 £18,887 (SCP03) to £19,264 (SCP04)
Directorate:	Economy and Environment
Division:	Community and Leisure Services
Section:	Green Spaces and Transport Services
Location:	The post holder will be expected to work at various facilities / country parks across the County Borough
Responsible to:	Green Spaces Strategy and Cemeteries Manager

JOB PURPOSE

To develop a range of work related skills and competencies, gain a sound understanding of the service and wider organisation, and work as part of the Countryside Ranger Team to support the effective operational delivery of the service.

To successfully complete a Level 3 Apprenticeship qualification in land management through the Welsh Apprenticeship Framework.

RESPONSIBILITIES

Job Specific

Support the team in the day-to-day operation of the service.

Develop an understanding of all aspects of the work relevant to the role and the service area.

As directed by the line manager, undertake a range of tasks which will include:

- Undertaking environmental land management in country parks and the wider countryside environment
- Assisting with visitor management at key sites, supporting access management and undertaking physical improvements.

Complete tasks in an efficient and timely manner.

Work effectively and cooperatively as part of the team.

Communicate effectively with colleagues, customers and members of the public.

Where required, use technology and equipment to support day to day operations (appropriate training will be provided).

Work predominantly outdoors across the borough, undertaking physical tasks in all weather conditions.

Engage in all work related training and work effectively with the training provider to complete the qualification within agreed timeframes.

Organisational

Understands and demonstrates the principles of confidentiality.

Work within the policies and procedures of the Council including recognising the duty to protect vulnerable adults, children and young people.

Understands and demonstrates commitment to the Council's policies.

Demonstrate commitment to ongoing personal development.

The duties and responsibilities are difficult to define in detail and may vary from time to time without changing the general character of the duties or level of responsibilities entailed. The post-holder is therefore expected to undertake such other duties as may be requested provided the general character of the duties or level of responsibility does not change.

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	Ability to undertake a Level 3 qualification on the Credit and Qualifications Framework for Wales (CQFW).	
KNOWLEDGE		An understanding of Council services.
SKILLS	<p>Able to work as part of a team.</p> <p>Able to communicate with colleagues and service users.</p> <p>Able to follow instructions.</p> <p>Able to complete tasks in agreed timeframes.</p> <p>Able to follow a structured training programme.</p> <p>Committed and motivated to personal development.</p>	<p>Welsh language skills.</p> <p>Able to use your initiative to resolve simple problems.</p> <p>Confident using IT (for example: email, word processing, GPS plotting)</p>
EXPERIENCE	No direct experience required for this role but candidates will need to evidence a genuine interest to develop skills and experience in this area of work.	
OTHER		Able to travel throughout the County Borough during the working day.

For Office Use:

Politically Restricted:	No
Disclosure and Barring Service Check:	No
Barred List Check:	No
Baseline Pre Employment Medical Assessment:	Yes
Registration:	No
Job Description Completion / Review Date:	07/03/2022