

Job Outline

Job Title:

Casual Park Ranger

Basis:

Casual

Salary:

Grade 9

Base:

Bryngarw Park

Accountable to:

Operations Manager – Natural Heritage

Accountable for:

N/A

Your Role:

To support our Park Rangers with their day-to-day duties with particular attention paid to litter control and the cleanliness of the main visitor areas.

In this role, you will:

- Ensure that all areas are free of litter throughout the day.
- Aid visitors upon arrival at the park – parking cars, helping visitors use the pay and display machine, signposting visitors to various areas of the park/events etc.
- Answer visitor queries about the park – both in-person and over the phone.
- Clean toilets and replenishing toilet roll, liquid soap etc
- Empty rubbish and litter picking as required
- Ensure that any incidents or accidents are reported, and the correct documentation is completed
- Assist with events, volunteers, Education Centre bookings and any other duties as necessary

General Duties and Responsibilities:

- Be responsible for your own safety and that of other staff and any member of the public who may be affected by your acts and omissions at work.
- Participate in any training and development activities to maintain own development or to enhance competence within job role.
- Uphold and integrate our purpose and value in all that you do.
- Ensure that activities are completed in accordance with Awen's commitment to equalities and diversity and in line with best practice and legislation.
- This is not a complete statement of all duties and responsibilities comprising this post, which may have to be varied to meet the changing needs of the business.

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Person Specification



The Person (ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Ability to be tactful and diplomatic. (E)
- A helpful and approachable manner. (E)
- Honest and trustworthy. (E)
- Flexible and enthusiastic approach

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Qualifications, Skills, Abilities and Experience:

(ESSENTIAL CRITERIA ARE INDICATED AS **(E)**):

- First Aid certificate Proven experience in a similar environment
- Ability to communicate clearly and effectively **(E)**
- Good organisational skills
- Ability to work proactively **(E)**
- Ability to work unsupervised **(E)**
- Experience working in countryside management
- Interest in natural history **(E)**
- Experience of working in a customer facing role **(E)**

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