

## Job Description and Person Specification



**Job Title:** RANGER

### Role Profile:

To deliver and support the management of a wide range of community based conservation projects engaging a broad range of stakeholders.

### About the role.

As a Ranger, your role is to help deliver practical based projects with the help of the local community. Chiltern Rangers aim to engage and inspire a wide range people and organisations including schools, businesses, faith groups, uniformed groups, local authorities and the local community in general.

It's about getting people of all ages and abilities to take part and hopefully come back for more! We aim to be truly representative of the local community and become relevant, welcoming and enjoyable to and for people of all social and economic demographics.

With the community you will deliver a variety of conservation and educational projects. These will be almost as variable as your volunteers, you will help with the management of a variety of Chiltern habitats including Woodlands, Chalk Grasslands and Chalk Streams but will also work on urban parks, school grounds, housing estates, farmland and more. Delivering a wide variety tasks including scrub clearance, woodland thinning, footpath work, litter clearance, grass cutting, creating wildlife friendly community gardens, forest school work, guided walks and much more. The role will involve elements of project management; contributing towards work schedules, site management plans, helping to find volunteers and groups and monitoring project delivery aims where appropriate.

### About you

To succeed in this role you will be excellent at working with people and will need to transmit your passion for place and wildlife to both new and existing volunteers. You will be able to communicate clearly with people from a range of backgrounds including those with learning difficulties.

You will be experienced and confident in carrying out a range of practical, physical conservation tasks from scrub cutting, hedge laying and tree felling to creating raised beds, bird feeder stations and bird boxes.

You will demonstrate a positive, inspiring and 'can do' approach to the role. You will also need to be resilient as recruiting people, especially in hard to reach communities, takes time and effort to build relationships and trust.

**Line Manager:** Operations Director, Chiltern Rangers

**Location:** Chiltern Rangers, High Wycombe Buckinghamshire

**Salary:** £22,000

**Full Time/Part Time:** Full time

**Working hours:** 37.5 hours per week

**Length of term:** Permanent

### Responsibilities:

You will be responsible for ensuring that the sites you work on are positively managed for biodiversity and the communities engaged see a positive outcome for themselves and those that live and work there. You will support Chiltern Rangers to deliver projects on time, safely and within budget.

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### Qualifications

#### *Essential*

- Driving license (full & clean)
- Training and safe use of brush cutter & trimmers
- Chainsaw CS30 & 31 or equivalent

#### *Desirable*

- Trained in safe use of wood chipper, mowers, winches and trailer towing,
- Pesticides qualification (PA1 & PA6)
- Minibus driving qualification (MiDAS)
- Forest School Level 3 Qualification
- First Aid at Work

### Knowledge, Skills and Experience

#### **Practical and conservation**

#### *Essential*

- A wide ranging experience of working with volunteers
- Experience of working with people with a wide range of abilities.
- Positive, 'can do' approach to problem solving.
- Passion for delivering positive, place based change – for people and for the environment.
- A leader and team player who is happy directing volunteers and staff when needed but also happy to work in a supporting role.
- Minimum 2 years of experience of delivering a wide range of practical conservation tasks
- Understanding of Buckinghamshire landscape and habitat types
- Broad knowledge of practical management techniques
- Good tea maker - volunteers run on tea!

#### *Desirable*

- Off road driving experience
- Species identification and surveying techniques

#### **Administration and organisation**

#### *Essential:*

- Good IT skills (Office) and a good working knowledge of social media
- Good organisation skills
- Excellent communication skills
- Flexible, determined and resilient

#### *Desirable:*

- A working knowledge/some experience in the use of databases
- Experience of developing and/or delivering large partnership projects
- Good marketing skills & experience.
- Experience of recruiting, supporting and developing volunteers.

### Other Requirements

- Attendance will be required at occasional evening meetings and at weekends. No overtime is payable but time off in lieu can be taken.
- The post holder must be able to visit sites across all parts of the Chilterns and will be given the use of a Chiltern Rangers vehicle.

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### Rehabilitation of Offenders Act

“This organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment”

This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants are therefore not entitled to withhold information about convictions, which for other purposes are ‘spent’ under the provision of the Act.

**We are committed to carefully screening all applicants who will work with children, young people and adults with care and support needs. All applicants will be expected to undertake employment checks, a Disclosure & Barring Service check and provide previous employment references.**

### Safeguarding

#### Employee

We expect all employees to carry out all duties with an awareness and understanding of the Safeguarding requirements within the area of responsibility. Work complies with all safeguarding policies and procedures that apply to the role. Behaviours and actions support the safeguarding of children, young people or adults with care and support needs as appropriate.

#### Manager

Managers will ensure the necessary standards relating to safeguarding best practices/protocols are effectively communicated, monitored and maintained within the area of responsibility. Manage and update the standards as appropriate to the role. Safeguarding standards are monitored and maintained in compliance with organisational policy. Appropriate safeguarding training is provided and standards are reviewed and updated as required.

#### Senior Managers

Senior Managers will ensure organisational safeguarding strategies reflect statutory requirements and best practice. Ensure these are understood and implemented within the area of responsibility. There is a proactive and positive Safeguarding Culture. The organisation meets its statutory Safeguarding requirements. Strategic risks are effectively managed.