Ranger Job Description and Person Specification

Job Title: Ranger

Salary: £26,000

Working hours: 37.5 hours

Location: Chiltern Rangers, High Wycombe, Buckinghamshire, HP11 1SL

Ranger Profile:
We are looking for someone to join our team who is passionate about working with people to make our community better for wildlife and enhance the lives of our volunteers through the sessions we deliver. As a Ranger, you will be expected to reflect our core values in delivering our mission. You will be community-minded and have an aptitude for working with people of all ages, abilities and from all parts of our community in delivering our conservation projects.

You are expected to demonstrate a range of skills and competencies in organising, planning, preparing, reporting and leading on delivering a range of practical conservation sessions throughout the year.

There is a need to be organised as there is a fair amount of project management and community/volunteer co-ordination work integral to this role. Proactive, independent thinking together with a strong team working ethic are essential.

Ranger Duties & Responsibilities:
You will be responsible for managing some of our core sites (which include a tree and wildflower nursery) as well as projects to enhance key Chilterns habitats such as chalk grassland, woodland, chalk streams and also urban green spaces too. You will do this with our volunteers – engaging, enthusing and educating them as you deliver the aims of the projects you're working on.
This will include delivering sessions to school children, people with special educational needs, adults with additional needs, volunteers from local businesses and anyone else from the local community who wants to be involved.

You will need to read and understand the operations manual and the individual site management and project plans in order to do this.

You will be responsible for ensuring that the people we work with have a positive experience while they are with us and want to come back for more. You will ensure that the sites you work on are positively managed for biodiversity, people are engaged and having fun and see a positive outcome for themselves and those that live and work there. You will support Chiltern Rangers to lead and deliver projects on time, safely and within budget.

Other duties include maintaining tools & equipment, help keeping the depot, office and vehicles clean, tidying and maintaining as appropriate including regular vehicle checks which help to keep everything running smoothly.

You will be required to keep project administration up to date. This may include updating our CRM database, using Google and Microsoft programs and social media platforms to ensure we can track the social and environmental impacts of our projects to our stakeholders and the wider community in general.

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Reporting to the Senior Ranger, you will be expected to work closely with the other rangers who will support you to ensure this work is planned and delivered to the standards we require.

You will work on a number of projects and support and guide other members of the team such as Assistant Rangers, trainees, interns, apprentices and of course our volunteers.

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, inspiring them to be the difference. You will be able to communicate clearly with people of all ages & abilities from a range of backgrounds, including those with learning difficulties and disabilities.

You will have some good experience in carrying out a range of practical conservation tasks, for example, scrub cutting, hedge-laying, tree planting and building raised beds.
You will be keen to learn new practical skills and pass on your knowledge to others.

You will be happy outside whether it's lashing down with rain, freezing cold on crisp winter days or carrying out practical work on the hottest days of the year.

You will be flexible, determined and demonstrate a positive, inspiring and 'can do' approach to the role. You will also need to be resilient and innovative as engaging with and recruiting volunteers takes dedication, time and effort to build relationships and trust.

Crucially, you will always be willing to learn and develop your skills, experiences and knowledge base, develop new partnerships and help us make more positive impact.

You will be keen to be part of a friendly team where no job is too big or too small and you'll be happy to get stuck in with anything and give it your best shot.

Qualifications

Essential

- Driving licence (full & clean)
- GCSE Maths & English Grade C / Level 4

Desirable

- Chainsaw CS30 & 31 or equivalent (NPTC, Lantra or similar)
- Trained in safe use of brush cutters and trimmers, wood chipper, mowers, winches and trailer towing (NPTC, LANTRA or similar)
- Conservation/Ecology based qualifications
- Pesticides qualification (NPTC PA1 & PA6)
- Minibus driving qualification (MiDAS)
- Forest School Level 3 Qualification
- First Aid at Work

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Knowledge, Skills and Experience

People & community engagement

Essential

- Experience of working with people with a wide range of abilities
- Positive, 'can do' approach to work & life
- Passion for delivering place-based change for people, the environment & wildlife
- A leader and team player who is happy directing volunteers and staff when needed but who is also happy to work in a supporting role
- Good tea maker – our volunteers run on tea!

Desirable

- Experience in a community engagement role working directly with the public/community

Practical and conservation

Essential

- A year delivering a wide range of practical conservation tasks
- Understanding of Buckinghamshire & Chilterns landscape and habitat types and their wildlife
- Broad knowledge of practical management techniques

Desirable

- Experience of working at tree/flower nurseries
- Off road driving experience
- Species identification and surveying techniques

Administration and organisation

Essential:

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

Desirable:

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

Other Requirements

- Attendance will be required at occasional evening and weekend events/sessions. No overtime is payable but time off in lieu is given
- Fully engage in Chiltern Rangers Appraisal and Professional Development Opportunities in order to develop self and contribution to Chiltern Rangers
- 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
- Any other duties that may be reasonably required in line with the position

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.