

The Royal Alexandra and Albert School

Park Ranger Job Description



Job Title:	Park Ranger
Contract type:	Permanent
Reporting to:	Garden and Park Manager
Accountable for:	Volunteers

The Role

The successful applicant will be involved in parkland restoration and maintenance as outlined in the Management Plan under the direction of the Garden and Park Manager. You will work as part of the park and garden team, but also be involved in the preparation for and running of events with Gatton Trust.

Key Responsibilities

The post holder shall:

Estate Management

- Assist in the overall estate management of Gatton Park under the direction of the Garden and Park Manager and in line with the management prescriptions set out in the various management plans.
- Ensure all practical work is carried out to the highest standards. This will include practical habitat management, e.g. woodland, grassland, estate management, access and amenity works.
- Assist Garden and Park Manager with the management of the small flock of sheep. Monitoring their well-being, planning grazing and maintaining fences.
- Be responsible for the safe operation of all equipment.

Supervision of staff, volunteers etc

- Assist the Garden and Park Manager and Volunteer Co-ordinator in the day to day management of volunteers.
- Develop the practical volunteer teams, seeking out new opportunities and ways of working to achieve our goals.
- Lead work parties in practical estate work including local groups and corporate volunteer groups.

Working within a wider organisation and network

- Work alongside members of the park and gardens team, co-ordinating with the events and education teams and liaison with RAAS maintenance, stables staff and maintain good active working relationships with RAAS staff.
- Work with the Garden and Park Manager and Events Co-ordinator to help run events and activities such as monthly open days for the public.
- Liaise with our NT ranger, local residents, neighbours and neighbouring farmers.



Ambition



Courage



Integrity



Respect

Health and Safety

- Take reasonable care for the health and safety of yourself and of others.
- Ensure all aspects of Health and Safety are carried out to national regulations and standards and that RAAS/Gatton Trust policies on Health and Safety are fully implemented.
- Assist the Garden and Park Manager with the tree safety inspection programme.
- Write and implement risk assessments and other safety works as directed by the Garden and Park Manager.

Property Management Planning

- Work with the Garden and Park Manager on the production of management plans and the planning and prioritising of all practical estate work.
- Devise, conduct and act upon various surveys across the sites.

General & Administration

- Deputise for the Garden and Park Manager as required.
- Working some open days (first Sunday of the month) and other events as required taking time off in lieu as agreed with the Garden and Park Manager. You will be required to work an average of one weekend day per month.
- Be accountable for own development through the Performance and Development Review (appraisal) process seeking out opportunities to learn new skills. Undertake training courses, workshops etc as and when required.
- Undertake all other reasonable duties as may be required.

In addition, all employees are expected to work within the terms of their contract of employment and adhere to RAAS Foundation policies and the Required Ways of Working.

Dimensions of the Role:

- **Gatton Park Internal Contacts** - Garden and Park Manager, Chief Executive, Volunteer Coordinator, RAAS School Gardener, Equestrian Director.
- **External Contacts** - Visitors, local residents, National Trust Ranger, volunteer groups, local farmers, local societies and relevant external agencies and partner organisations as appropriate.

Other

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, reporting all concerns to an appropriate person.
- To contribute to the overall ethos and aims of the School.
- The postholder will demonstrate a commitment to maintaining confidentiality, promoting the ethos of the school and upholding the key values of Ambition, Courage, Integrity and Respect in all aspects of the role. These are the foundation upon which (a) we conduct our work and (b) conduct ourselves both internally and externally with stakeholders. All employees are expected to demonstrate these values in their interactions with others and through their day-to-day responsibilities.



Ambition



Courage



Integrity



Respect

Person Specification:

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Relevant Degree / Higher National Diploma or NVQ Stage 3 qualification • HSE approved First Aid qualification • Full driving licence 	
Experience	<ul style="list-style-type: none"> • Experience of practical countryside management in a similar setting • Management and development of volunteers • Experience of organising and implementing work plans 	<ul style="list-style-type: none"> • Working at a Country Park or similar busy countryside property • Experience of working within an historic/ heritage environment • Visitor management and customer care • Livestock management
Knowledge	<ul style="list-style-type: none"> • Motivation to work towards the goals of the RAAS Foundation/Gatton Trust • Commitment to working in conservation and environment • Experience in practical conservation work such as fencing, tree planting, scrub clearing and habitat creation • Interest in working with animals 	<ul style="list-style-type: none"> • Practical qualifications / experience in: <ul style="list-style-type: none"> ○ Chainsaw use ○ Tractor Driving and use of tractor implements ○ Brushcutters and strimmers ○ Herbicide application Pa1,Pa6a
Skills	<ul style="list-style-type: none"> • Strong communication and interpersonal skills • Ability to work as part of a team and on own initiative • Computer literate 	

The Royal Alexandra and Albert School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post if successful, including an Enhanced DBS check. Staff must be aware of and comply with policies and procedures relating to child protection, health and safety regulations, security and confidentiality, reporting all concerns as appropriate. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.



Ambition



Courage



Integrity



Respect