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CITY COUNCIL MEETING

DECEMBER 21, 1983

JOB SPECIFICA-
TIONS FOR
POSITION OF PARK
RANGER APPROVED.

Council was apprised that for a number of years, the City has provided day-to-day supervision of the Park Ranger and Park Security program, using part-time employees. One of the problems that has been encountered with the past program is the lack of stability of keeping the position filled.

It was recommended that this position be made a full time regular position, at a salary range of \$1,097.56 to \$1,335.27 per month. Job specifications for the position were presented for Council's approval.

On motion of Council Member Pinkerton, Murphy second, Council approved job specifications for Park Ranger II at a salary range of \$1,097.56 to \$1,335.27 per month.

COUNCIL COMMUNICATION

TO: THE CITY COUNCIL

FROM: THE CITY MANAGER'S OFFICE

DATE

DECEMBER 16, 1983

NO.

SUBJECT:

PARK RANGER PROGRAM

RECOMMENDATION: The City Council approve the attached job specifications for Park Ranger II at a salary range of \$1097.56 to \$1,335.27 per month.

BACKGROUND: For a number of years, we have provided the day-to-day supervision of the Park Ranger and Park Security program, using part-time employees. We have had some successes and some failures in this approach. The discussions among staff and the City Council are legion.

One of the problems encountered is the lack of stability of keeping the position filled. We have paid only on an hourly basis with no vacation, holiday, sick leave, insurance or pension. This has not been fair to the employee involved and because of the turnover of people, it has not been in the City's best interest.

For these reasons, it is felt that that part of the problem can best be solved by making the position a full time regular one and then filling it with a proven person.



JERRY L. GLENN
Assistant City Manager

JLG:vc

attachment

P A R K R A N G E R I I

DEFINITION

Under general supervision, protects City park and recreation facilities and park visitors, maintains order, security and safety of assigned areas, and does related or other work as required.

CLASS CHARACTERISTICS

This is the journey level class in the Park Ranger series. Incumbents of this class have limited peace officer powers as defined in Section 830.31(b) of the Penal Code. These powers are utilized in the protection of natural park resources and the maintenance of order, security and safety in assigned park areas.

TYPICAL DUTIES

1. Patrols parks, recreational and other areas to protect natural resources, prevent vandalism, area misuse or other undesirable activities and to ensure the safety of the public; issues warnings and citations; makes arrests; may make court appearances.
2. Greets and provides information to park visitors; directs them to specific areas; collects and accounts for fees, and provides assistance to them in emergency situations; completes forms as required.

PARK RANGER II SPECIFICATIONS

TYPICAL DUTIES (Cont'd)

3. Supervises welfare recipients and court referrals in the operation of the litter control program and other park maintenance related duties.
4. Operates pickup, automobile, bus, boat, or other equipment as required; participates in custodial maintenance and clean-up of park structures and grounds.
5. Maintains records and prepares reports.
6. May assist in the training of Park Ranger personnel.
7. Supervises others as assigned.

MINIMUM QUALIFICATIONS

Either I

Two years of accredited experience as a park ranger, peace officer, or security guard or related field.

or II

Education: Must have completed and have graduated from an accredited high school (2 years of college preferred.) Must have successfully completed course work in powers of arrest at Junior College level or equivalent. Must be certified to use Mace and baton.

PARK RANGER II SPECIFICATIONS

MINIMUM QUALIFICATIONS (Cont'd)

Experience: At least one year, either full or part-time, in the field of law or park ranger enforcement. Security work will be considered.

Substitution: Experience in the management, operation, or protection of a park or public, either recreational or private facility, can be substituted for education on a year-for-year basis to a maximum of 2 years.

Licenses: Possession of a valid California driver's license, or possession of a valid California Class II driver's license if required by the nature of assignment.

Certificate: Ability to obtain a valid Advanced First Aid Certificate issued by the American Red Cross before completion of the probationary period.

SPECIAL REQUIREMENTS

1. Must be at least 18 years of age upon appointment.
2. Must meet standards required for Peace Officers as set forth in Sections 1029 and 1031 of the Government Code.
3. Incumbents may be required to work weekends, holidays or other irregular hours, wear prescribed uniforms and conform to departmental personal appearance standards. Incumbents may be required to reside in an assigned park or recreation area.

PARK RANGER II SPECIFICATIONS

SPECIAL REQUIREMENTS

Knowledge of: Principles and practices of park management and general law enforcement; principles and practices of first aid and safety.

Ability to: Read, interpret and enforce laws and regulations; maintain records and prepare clear, complete, and concise reports; analyze situations accurately and adopt an effective course of action; speak and write effectively; establish and maintain cooperative relationships with the public and other employees.