



<b>PARK RANGER 1</b>	<b>8434</b>
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## **SERIES CONCEPT**

Park Rangers perform, direct and oversee a variety of tasks to protect, maintain, operate and repair state park lands, natural and cultural resources, structures, facilities, equipment and systems. These tasks require skills in building trades, including carpentry, electrical, plumbing, painting and landscape maintenance. In addition, specialized program skills (e.g.: resource interpretation, cultural and natural resource restoration, complex utility infrastructure operation, etc.) related to the maintenance and operations of Oregon State Parks and Recreation Department (OPRD) programs, properties and facilities are required.

Park Rangers enforce park area rules through the use of education and advisement, and may be commissioned to issue written warnings and citations. Rangers provide information and resource interpretation to park visitors and others; collect and process fees and charges with computerized registration equipment; and use best practices to protect cultural, historic and natural resources. Depending upon the specific needs of the management unit, district or region, Park Rangers may operate water distribution and sewage treatment facilities, apply pesticides and patrol park areas with off-highway vehicles.

Rangers may give direction concerning work procedures to individuals or teams composed of volunteers, seasonal, permanent or temporary state park employees or correctional facility inmates on a task specific basis, seasonally or year-round in parks, districts and regions.

Work is done primarily in the out-of-doors, in all weather conditions; it may be performed at night and on weekends and holidays.

## **DISTINGUISHING FEATURES**

The **Park Ranger 1** performs a variety of work related to park operations and maintenance on a seasonal or year-round basis. The priority of specific projects is generally assigned by a Park Manager or Park Ranger Supervisor.

The **Park Ranger 2** independently plans and carries out complex park maintenance, operation, facility and resource conservation and/or interpretation tasks. The Park Ranger 2 analyzes disruptions in park operations and prescribes appropriate solutions.

The **Park Ranger 3** has charge of a specific, major program that affects multiple park management units within the district or region, or a major facility within a management unit, district or region. The Park Ranger 3 teaches park maintenance or operation, visitor service, interpretation or resource protection skills to Park Ranger Assistants and Park Ranger 1s and 2s. This level of the series is also assigned the full scope of lead work duties including: to orient new employees, if appropriate; assign and reassign of tasks to accomplish prescribed work efficiently; give direction to workers concerning work procedures; transmit established standards of performance to workers; review work of employees for conformance of standards and provide informal assessment of workers' performance to the supervisor.

## **MINIMUM QUALIFICATIONS & SKILLS**

**Park Ranger 1:** Two years of visitor services experience (e.g. rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping). **OR**

An Associate's degree in Park and Recreation Administration or Natural Resource Management or Environmental Studies and 6 months of visitor services experience (e.g. rule enforcement; interpretation

such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping).

NOTE: A higher level degree may substitute for the Associate's degree. There is no substitute for the 6 months experience.

**SKILL:**

- Skill in listening to what people say and asking appropriate questions to obtain needed information.
- Skill in providing factual information based on observation, knowledge and understanding.
- Skill in common courtesy while communicating with others.
- Skill in maintaining composure and taking appropriate action during emergency or emotionally charged situations.
- Skill in the use of a personal computer.
- Skills and knowledge of basic park resource and facility operations and maintenance and/or resource interpretation.
- Skill in evaluating situations, applying rules and guidelines, determining and carrying out appropriate course of action to achieve desired results.
- Skill in giving direction concerning work procedures to individuals or teams composed of volunteers and correctional facility inmates in accomplishing different and varied tasks to achieve unit, district or region goals.

In addition, some or all of the following skills may be required for specific positions:

Interpretation

- Skill in developing and delivering presentations and products within established resource interpretation programs.
- Skill in monitoring basic resource interpretation presentations of seasonal and volunteer employees.

Visitor Services

- Skill in park rule enforcement as demonstrated by successful completion of OPRD Visitor Safety Academy, in-service and recertification trainings.
- Skill in resolving customer complaints related to overnight camping and park rule interpretation.

Operation and Maintenance

- Skill in the safe use of tools, material and equipment associated with landscape, building, facility and utility system maintenance.
- Skill in performing basic plumbing, carpentry, painting, groundskeeping tasks.

Resource Conservation

- Skill in practices relating to conservation, preservation and restoration, rehabilitation of archaeological, cultural or historic sites or structures.
- Skill in practices relating to conservation, preservation and protection of significant natural or scenic resources.

**Licenses and Certifications:** Valid Oregon Driver's License, Standard First Aid and CPR are required. The following licenses and certifications may be required: Oregon Commercial Driver's License, Oregon Water Treatment and Distribution level 1, Oregon Wastewater Collection and Treatment level 1, OPRD Enforcement Officer, OPRD Chainsaw Operator, Basic Interpreter certification.

**Park Ranger 2:** Four years of visitor services experience (e.g. rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping). **OR**

A Bachelor's degree in Park and Recreation Administration, Natural Resource Management, Environmental Studies 1 year of visitor services experience (e.g., rule enforcement; interpretation such as

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education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping). **OR**

An Associate's degree in Park and Recreation Administration or Natural Resource Management or Environmental Studies and 2.5 years of visitor services experience (e.g., rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping).

**SKILL:**

- Skill in preparing written reports, proposals and summaries.
- Skill in "Verbal Judo" or similar tactical communications method.
- Skill in maintaining composure and taking appropriate action during emergency or emotionally charged situations.
- Skill in the use of a personal computer.
- Skills and knowledge of specialized park resource and facility operations and maintenance and/or resource interpretation.
- Skill in evaluating situations, applying rules and guidelines, determining and carrying out appropriate course of action to achieve desired results.
- Skill in giving direction concerning work procedures to individuals or teams composed of volunteers and correctional facility inmates in accomplishing different and varied tasks to achieve unit, district or region goals.
- Skill in planning and organizing equipment, materials and staff to accomplish work.
- Skill in administering contractual agreements to insure that products and services are delivered as specified.

In addition, some or all of the following skills may be required for specific positions:

Interpretation

- Skill in planning and carrying out interpretive programs in park units with a high level of complexity as demonstrated by possession of NAI-Certified Interpretive Guide rating or equal.
- Skill in monitoring and evaluating resource interpretation techniques and materials.

Visitor Safety

- Skill in park rule enforcement as demonstrated by successful completion of OPRD Visitor Safety Academy, in-service and recertification trainings.
- Skill in preparation of emergency and haz-mat response plans and coordination with local emergency services providers.

Operation and Maintenance

- Skill in the safe use of tools, material and equipment associated with landscape, building, facility and utility system maintenance.
- Skill in performing plumbing, carpentry, painting, groundskeeping tasks at a journeyman level.
- Skill in diagnosing maintenance and operation problems, breakdowns and disruptions; and in initiating and carrying out solutions.

Resource Conservation

- Skill in practices relating to conservation, preservation and restoration, rehabilitation of archaeological, cultural or historic sites or structures.
- Skill in practices relating to conservation, preservation and protection of significant natural or scenic resources.
- Skill in analyzing, prioritizing and planning resource conservation tasks to accomplish unit goals.

**Licenses and Certifications:** Oregon Driver's License, Standard First Aid and CPR and OPRD Enforcement Officer Certifications are required. The following licenses and certifications may be required: Oregon Commercial Driver's License, Oregon Water Treatment and Distribution level 2, Oregon

Wastewater Collection and Treatment level 2, Oregon Pesticide Applicator, National Association of Interpreters-Certified Interpretive Guide, OPRD Chainsaw Operator certifications.

**Park Ranger 3:** Five years of visitor services experience (e.g. rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping); **OR**

A Bachelor's degree in Park and Recreation Administration, Natural Resource Management, Environmental Studies or a related field and 2 years of visitor services experience (e.g. rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) **AND/OR** maintenance experience (e.g., construction trades, landscaping); **OR**

An Associate's degree in Park and Recreation Administration or Natural Resource Management or Environmental Studies and 3.5 years of visitor services experience (e.g., rule enforcement; interpretation such as education and environmental awareness programs; special events and activities; etc.) AND/OR maintenance experience (e.g., construction trades, landscaping).

**SKILL:**

- Skill in making oral presentations from written reports, proposals and summaries.
- Skill in "Verbal Judo" or similar tactical communications method.
- Skill in maintaining composure and taking appropriate action during emergency or emotionally charged situations.
- Skill in the use of a personal computer.
- Skills and knowledge of complex park resource and facility operations and maintenance and/or resource interpretation.
- Skill in evaluating situations, applying rules and guidelines, determining and carrying out appropriate course of action to achieve desired results.
- Skill in planning and organizing equipment, materials and staff to accomplish work.
- Skill in administering contractual agreements to insure that products and services are delivered as specified.
- Skill in prioritizing dissimilar tasks to accomplish unit, district or region goals.
- Skill in evaluating the effectiveness of plans and activities and in recommending changes for improvement.
- Skill in mentoring, coaching and training employees in park maintenance, operation and/or interpretive skills.

In addition, some or all of the following skills may be required for specific positions:

Interpretation

- Skill in developing and delivering complex resource interpretation programs and products within a district or region.
- Skill in overseeing resource interpretation presentations of permanent, seasonal and volunteer employees in multiple management units.
- Skill in park interpretive planning.
- Skill in teaching interpretation techniques to employees as demonstrated by possession of NAI-Certified Interpretive Guide Trainer rating or equal.
- Skill in evaluating the effectiveness of interpretive programs and projects and in providing feedback to management.

Visitor Safety

- Skill in park rule enforcement as demonstrated by successful completion of OPRD Visitor Safety Academy, in-service and recertification trainings.
- Skill in teaching Quality customer service techniques to employees.
- Skill in preparation of emergency and haz-mat response plans and coordination with local emergency services providers.
- Skill in overseeing all aspects of park visitor and employee safety programs.

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### Operation and Maintenance

- Skill in the safe use of tools, material and equipment associated with landscape, building, facility and utility system maintenance.
- Skill in teaching basic plumbing, carpentry, painting, groundskeeping tasks to employees.
- Skill in teaching employees how to diagnose maintenance and operation problems, breakdowns and disruptions; and how to initiate and carry out solutions.
- Skill in prioritizing maintenance tasks to accomplish unit, district and region goals.

### Resource Conservation

- Skill in practices relating to conservation, preservation and restoration, rehabilitation of archaeological, cultural or historic sites or structures.
- Skill in practices relating to conservation, preservation and protection of significant natural or scenic resources.
- Skill in analyzing, prioritizing and planning resource conservation tasks to accomplish district or region goals.
- Skill in teaching resource conservation, preservation and protection techniques to employees.

**Licenses and Certifications:** Oregon Driver's License, Standard First Aid and CPR and OPRD Enforcement Officer Certifications are required. In addition, one or more of the following may required, depending upon the particular job: Oregon Commercial Driver's License, Oregon Water Treatment and Distribution level 2, Oregon Wastewater Collection and Treatment level 2, Oregon Pesticide Applicator, National Association of Interpreters-Certified Interpretive Guide Trainer, OPRD Chainsaw Operator certifications.

## **DISTINGUISHING FEATURES FROM SIMILAR SERIES**

### **Park Ranger Assistant**

The Park Ranger Assistant class is a seasonal position whose duties are generally repetitive. Typically, Ranger Assistants are assigned to a single basic maintenance or operation activity (e.g.: janitorial work, landscape maintenance or camper registration), although some positions will require a variety of work. In all cases, the skill levels required of a Ranger Assistant are significantly less than for a Park Ranger in the areas of maintenance and operations, resource interpretation and independent judgment.

### **Park Ranger Supervisor**

The Park Ranger Supervisor is a year-round position in state Management Service that provides day-to-day supervision for Park Rangers and Park Ranger Assistants. The work of the Park Ranger Supervisor is distinguished from the work of a Park Ranger by the responsibility for determining the means, methods and personnel by which work is to be accomplished. The Park Ranger Supervisor assigns and reassigns work to Park Rangers as needed. The Park Ranger Supervisor insures that Park Rangers have the required material, equipment and staff is available to accomplish their work. The Park Ranger Supervisor provides performance feedback to Park Rangers during a project and upon the project completion to insure that the standards of quality and quantity are met. The Park Ranger Supervisor also prepares the annual performance evaluations for Park Rangers.

### **Park Manager**

Park Managers are year-round positions in state Management Service that manage all maintenance and operations activities in a park management unit. Park Managers have responsibility for short-range planning of budgets, maintenance and operations work and resource protection.

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Dept. of Administrative Services  
Human Resource Services Division