

# ECOLOGICAL RANGER

## POSITION DESCRIPTION

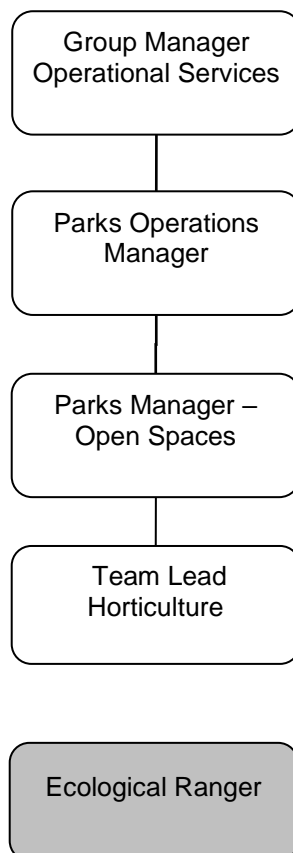
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### POSITION INFORMATION

|                            |                        |
|----------------------------|------------------------|
| <b>Group</b>               | Operations             |
| <b>Team</b>                | Parks Operations       |
| <b>Reports to</b>          | Team Lead Horticulture |
| <b>Direct Reports</b>      | Nil                    |
| <b>Primary Location</b>    | Taupo Parks Depot      |
| <b>Financial Authority</b> | Nil                    |

### TEAM STRUCTURE

Organisation structure of the position in relation to direct team



## POSITION PURPOSE

Contribute to the efficient development, protection & enhancement of ecologically significant areas and reserves in the Taupo District

## KEY RESPONSIBILITIES

| Responsibility                                 | Key Functions/outcome  |
|--|--|
| Ecological Restoration                         | <ul style="list-style-type: none"> <li>To develop &amp; implement ecological restoration &amp; monitoring plans</li> <li>To identify, control &amp; monitor pest weeds using agrichemical &amp; mechanical methods, following best practise</li> <li>To identify, control &amp; monitor pest animals following best practise</li> <li>To develop site specific planting schedules taking into account species naturally occurring in the region &amp; biodiversity principles</li> <li>Undertake individually, or coordinate groups to plant identified sites following best practise</li> <li>Provide advice on ecological restoration</li> <li>Liaise &amp; support community volunteer groups undertaking ecological restorations on reserve areas</li> <li>Follow a routine schedule of maintenance works and complete any daily work tasks across the park's operation, as set by the Team Lead Horticulture</li> </ul> |
| Reserves Operations                            | <ul style="list-style-type: none"> <li>Assisting with District Reserve Operations and ensuring that the work is carried out in a high and professional standard as and when required</li> <li>Ensure litter is removed from a site before undertaking further maintenance.</li> <li>Assist with weed eating, spraying, planting, mulching and pruning as required</li> </ul>   |
| Vehicle and Equipment Maintenance and Security | <ul style="list-style-type: none"> <li>Ensuring that vehicles and all equipment are maintained correctly and kept in a clean and safe working condition</li> <li>Ensuring plant and equipment is secure when not in use</li> <li>Ensure parks depot and buildings are kept secure, clean &amp; tidy reporting any damage to property or equipment failure to the Team Horticulture</li> <li>Carry out machinery checks and minor maintenance tasks [oil/water filters, greasing, blade sharpening etc]. Monitor service intervals and licenses. Ensure team members are also doing this for plant they are responsible for. Report issues to the Team Lead Horticulture</li> </ul>   |
| Records and Reporting                          | <ul style="list-style-type: none"> <li>Ensure accuracy of information/records in systems adopted by the department/organisation.</li> <li>Produce accurate reports as required for managers and/or SLT</li> </ul>  |
| Health & Safety and Wellbeing                  | <ul style="list-style-type: none"> <li>Model a culture of safety and wellbeing for your staff (if in a Supervisor/Manager position)</li> <li>Take responsibility for your own health and safety</li> <li>Ensure your own actions keep self and others safe</li> </ul>  |

| Responsibility       | Key Functions/outcome   |
|----------------------|---|
|                      | <ul style="list-style-type: none"> <li>Identify, report and assist to eliminate hazards/risks in work place</li> <li>Participate in local work place safety management practices</li> <li>Participate in workplace wellbeing initiatives</li> <li>Ensure compliance under Health and Safety at Work Act 2015</li> </ul> |
| Project Management   | <ul style="list-style-type: none"> <li>Undertakes projects and/or other initiatives that may be assigned by the manager or SLT</li> </ul>   |
| Emergency Management | <ul style="list-style-type: none"> <li>Participates in civil defence emergency management (CDEM) events and training if required</li> </ul>   |

Note: This is a broad outline of the responsibilities for this position and not an exhaustive list of your responsibilities. Key responsibilities may vary from time to time as directed by your supervisor/manager to accommodate the operational needs of the team and organisation.

## FUNCTIONAL RELATIONSHIPS

| Internal   | External   |
|--|--|
| <ul style="list-style-type: none"> <li>Taupo District Council staff district wide</li> </ul> | <ul style="list-style-type: none"> <li>Members of the General Public</li> <li>Suppliers/Contractors</li> <li>Volunteer groups</li> </ul> |

## VISION

*“Making a better life for you and your families. We’re in this together – let’s make it work!”*

## VALUES

**Kia kōtāhi mai – We’re in this together**

**Unite | Connect | Deliver**

**Kōtahitanga**

Six key behaviours summarises how we will operate and support our values:

- Share and seek information with open, effective and intentional communication
- Support one another with honesty, respect and integrity in all interactions
- Exceed expectations of the community and beyond
- Seek improvement in all that we do
- Harmonise life and work
- Build a stronger relationship with the whenua and the people

## PERSON SPECIFICATION

### Education and Qualifications

| Essential  | Desirable  |
|--|--|
| <ul style="list-style-type: none"> <li>• Drivers Licence</li> <li>• Relevant qualification in ecological restoration or horticulture</li> <li>• Grow Safe Spray Applicators Certificate</li> </ul> | <ul style="list-style-type: none"> <li>• First Aid Certificate</li> <li>• Traffic Management – Level 1</li> <li>• Chainsaw Safety Certificate</li> </ul> |

### Personal Attributes

| Essential  | Desirable   |
|--|---|
| <ul style="list-style-type: none"> <li>• Excellent interpersonal skills</li> <li>• Good oral and written communication skills</li> </ul> | <ul style="list-style-type: none"> <li>• Knowledge of Taupo District</li> </ul> |

### Competencies and Experience

| Essential   | Desirable   |
|---|---|
| <ul style="list-style-type: none"> <li>• Experience in planning and implementing ecological restoration principles</li> <li>• Experience in operating machinery used in ecological restoration and reserve maintenance</li> <li>• Customer service</li> </ul> | <ul style="list-style-type: none"> <li>• Divisional functions within Taupo District Council</li> <li>• Sound tree and plant species knowledge</li> <li>• Animal pest control</li> </ul> |

## JOB DESCRIPTION SIGN-OFF

*Please note that this Job Description will be discussed annually to ensure currency of the position responsibilities.*

|           | Manager | Employee |
|-----------|---------|----------|
| Name      |         |          |
| Signature |         |          |
| Date      |         |          |