



## **Senior Ranger**

### Forest Preserve District of Kane County

**Contact Name:** Shelley Kouzes

**Contact E-mail:** kouzesshelley@kaneforest.com

**Contact Phone:** 630-208-8662

**Closing Date:**

**Salary:** \$24.18 - \$29.02 PER HOUR DOQ

#### **Description:**

##### **POSITION SUMMARY**

An employee in this classification performs work of moderate difficulty leading crews and performing a variety of assigned and self-initiated tasks and projects required to protect, preserve, interpret, operate and maintain District property. Work requires the ability to take the initiative to carry out assigned responsibilities related to preserve operations and maintenance including, but not limited to, maintenance and cleaning of open space and structural facilities, assistance with natural resource management projects, provision of visitor services, and coordination of special projects. General supervision is received from the Operations Manager and direction is provided to Rangers, Assistant Rangers and seasonal and temporary staff as assigned.

#### **ESSENTIAL POSITION DUTIES and FUNCTIONS to be performed with or without reasonable accommodations**

- Supervises, participates in and works alongside crews responsible for maintaining forest preserve public use areas, including, but not limited to, mowing and repairing trails; cleaning/repairing/restocking picnic areas, shelters, campgrounds and latrines; emptying trash bins and picking up litter; repairing/painting picnic tables; performing storm damage clean-up and repair; removing snow; repairing blacktop (hot and cold patch), and completing general maintenance of parking lots and internal preserve roads.
- Represents a positive and professional image to the public, including, but not limited to, welcoming preserve users and checking-in reservation groups; providing information and refuse bags for litter disposal; monitoring groups and users for compliance to District rules and ordinances; providing ordinance interpretation when necessary; notifying Public Safety for non-compliance issues.
- Supervises and participates in tree removal and maintenance in all use areas and trail systems.
- Coordinates mowing schedules and tree trimming projects in use areas and trail systems with the Operations Manager.

- Operates a variety of equipment including, but not limited to: lawn and landscaping equipment, such as tractors, mowers, chain saw, power saw, edgers, weed trimmers, pruning shears, electric motors; miscellaneous hand and power tools for turf maintenance, carpentry, painting, plumbing and electrical work; skidsteer; 5-yard dump truck with air brakes and trailer; one-ton dump truck; backhoe, front-end loader, pick-up truck, trencher, motorized cart, loader tractor, drill, impact wrench, power nailer, compressor, generator, propane heating tools, welders, loppers, hydraulic floor jack, shovels, grease gun, wrenches, ratchets, drip torch, air impact wrench, sign post pounder, extendable pole saw, chisels, cell phone, cash register, and writing utensils.
- Regularly monitors use areas and trails for hazardous conditions, follows appropriate procedures to eliminate the hazard and keeps the Operations Manager apprised of damage, hazards or unsafe conditions.
- Ensures all vehicles and equipment are in good, safe operating condition and free from damage, including performing general and preventative maintenance and making minor repairs as needed.
- Makes suggestions for improvements and additions to use areas and trail systems.
- Trains and provides field orientation for full-time and seasonal employees on how to perform their duties in a safe and efficient manner and the proper and safe operation of equipment and vehicles including necessary equipment.
- Collaborates with the Natural Resource Management Department on the prescribed burn program and removal of invasive plant species through mechanical (chain/clearing saw) and chemical (herbicide) means.
- May act as a burn boss during prescribed burns as needed and when training has been completed.
- Performs inspections on District facilities (i.e., shelters, trail system, vehicles, etc.)
- Supervises campground operation and collection of fees.
- Determines and installs preserve boundary, directional and informational signs.
- Provides assistance with the preparation and maintenance of District garden areas.
- Provides input during the budget preparation process.
- Provides constructive input for subordinate personnel during performance evaluation process.
- Maintains required logs and work lists, provides progress reports, etc.
- Uses the maintenance tracking software system to input hours, assignments, projects, etc..., as well as generate reports.
- Participates in the applicant selection, interview process and recommendation of new staff.
- Performs supervisory responsibilities in accordance with organizational policies and applicable laws.
- Prepares site(s) and provides assistance with District special events and special use permits obtained by the public including performing room set up.
- Maintains good working relationships with other public agencies such as park and forest preserve districts, law enforcement agencies and municipalities.
- May open and close preserve gates as needed.
- Responds to emergency call-outs on a 24-hour, 7-days a week basis.
- Works irregular hours, including weekends, evenings and holidays.
- Possesses and maintains a valid and current Illinois Driver's License free from suspension or revocation during employment and maintains insurability with the District's fleet insurance carrier.
- Attends professional conferences, workshops and seminars as appropriate within budget parameters and with Department Head approval.
- Obtains and maintains all required licenses and certifications and keeps up-to-date on professional trends and developments related to position accountabilities.
- Performs the job safely and in compliance with District policies, procedures, work and safety rules, the Employee Handbook, and applicable laws and regulations.

## **QUALIFICATIONS**

- Associate's degree in facility management, forestry, natural resources, parks and recreation, or closely related field, and five (5) years in natural resources, parks and recreation, forestry or closely related field which included previous experience operating required equipment (see below); or an equivalent combination of relevant education, experience and training.
- Certifications/Licenses to be obtained within one (1) year of employment: CPR/1st AID/AED, CDL Class A with airbrake endorsement, Pesticide Applicator, Prescribe Burn.

**Application Procedure:**

**Apply Online**

**An Equal Opportunity Employer**