

Job description

Job title:	Apprentice Ranger
Grade:	Apprentice Rate
Job evaluation reference:	ZZ005
Job family:	Natural Environment

Purpose and impact

1. To develop competence in a wide range of practical countryside management tasks and to meet National Occupational Standards of performance.
2. The Employed Learner scheme has two major aims: -
 - i. To develop competence in a range of occupational skills and the Level 2 Diploma in Work-based Environmental Conservation
 - ii. To develop and reinforce skills in Functional skills – Maths and English and technical knowledge sets to a minimum of the Apprenticeship Framework requirements.

Key responsibilities

3. To work effectively in a team e.g. liaising appropriately with others, meeting deadlines, following supervisor's instructions.
4. To communicate effectively e.g. using the telephone, e-mail, in writing and face to face, following Dorset Council house-style and procedures.
5. To assist with practical countryside management tasks such as constructing and installing signs, gates, stiles, paths, bridges, boardwalks and litter picking.
6. To assist with site / trail patrols and checks.
7. To assist with practical habitat and landscape management tasks such as hedge laying, vegetation and scrub clearance, felling and coppicing, dry stone walling, fencing and basic management of livestock.
8. To assist with site, wildlife and visitor surveys and monitoring.
9. To assist with the supervision of volunteer groups, individual volunteers and work placements carrying out a wide range of countryside-based activities.
10. Act as a point of contact and information for local people and visitors.
11. Assist with leading and organising guided events and educational visits/school groups.
12. To use and maintain all machinery and equipment effectively, as required by work area and including; brush cutters, mowers, routers, drills, planers, hedge trimmers and hand tools etc.
13. To demonstrate a commitment to developing personal skills in accordance
14. with the Employed Learner framework.
15. To meet deadlines associated to progression throughout the full Employed Learner period.
16. To manage workloads, tasks and responsibilities effectively.
17. To complete assignments/projects which relate to the Employed Learner framework, meeting target dates.
18. To liaise effectively with your manager and work place supervisor in relation to progress reviews, performance advice and respond to advice given.
19. To participate effectively in training activities including in house and external training, individual coaching sessions, courses.
20. To meet the commitment to present evidence portfolios, units for assessment and assignment/project material by home study of up to 2 hours per week.
21. To meet prescribed targets identified in the individual training plans.



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NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

22. Reporting to: Area Senior Ranger

Other factors

23. To demonstrate a strong commitment to train in Environmental Conservation/Countryside Management.
24. Keen interest in Countryside Management
25. To demonstrate a clear potential to meet the Framework for Environmental
26. Conservation during the selection process.
27. Personal Protective Equipment and Uniform
28. To follow advice, guidance and written instruction relating to workplace procedures and equipment usage.
29. The work is outdoors, off road and physically demanding in all weathers
30. Exposure to bio hazards such as Lyme's Disease and Weil's disease
31. Hazardous operations – use of brush cutter, strimmer, hedge trimmer, working near cliff edges and water

Our behaviours

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do, and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under ['Working for Dorset Council'](#).



Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

Essential

Essential criteria are the minimum requirement for the above post.

Qualifications/ training/registrations	
Required by law, and/or essential to the performance of the role	
1. Be able to complete the Maths and English Level 1 Functional Skills as part of the apprenticeship with support from the college and Dorset Council	
Experience	
2. Show a strong commitment or interest in countryside management	
Skills, abilities & knowledge	
3. Demonstrate a commitment to personal development and to learn and develop the required skills in Environmental Conservation	
Behaviours	
4. Respect	
5. Responsibility	
6. Recognition	
7. One Team: Collaboration	
Other	
8. Ability to work as part of a team	
9. Able to undertake a physically demanding role	
10. Enthusiastic	
11. Willing to learn	
12. Can start in September and commit to a 12-month fixed term contract	
13. Undertaking this scheme as a first step into a career in countryside management	

Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

Qualifications/ training/registrations	
14. GCSE Grade 2 or E or Functional Skills Level 1 or equivalent as a minimum in English and Maths	
Experience	
15. Some voluntary experience in countryside management	
Skills, abilities & knowledge	
16. Keen interest in Countryside Management	

Approval			
Manager	Graham Stanley	Date	May 2019

