

WASHINGTON STATE DEPARTMENT OF PERSONNEL

97130

Specification for Class of

PARK RANGER 3

Abolished Initially Effective January 13, 2006
Abolished Final Effective February 10, 2006

Definition: Manages a Class 3 State park or park area; OR assists the manager of a Class 5 park area in developing, controlling and accomplishing all program activities for a group of parks in non-contiguous locations.

Distinguishing Characteristics: Allocation to this level is determined by the assignment of points by the Park Management Position Allocation System.

Typical Work

Identifies, plans and schedules all park functions and activities for the staff on an annual basis which is updated quarterly and as required to fulfill the operational function of the park;

Directs a program of construction and maintenance of park structures, camp sites, water and sanitary systems, recreational, camping, picnicking, interpretation, and other park facilities;

Collects and accounts for charges; prepares the park's maintenance and operation budget including personnel and equipment for inclusion in the region budget; manages the maintenance and operating funds allocated to the park;

Disseminates information to the public; establishes and maintains cooperative relations with the general public, contractors and with officials of other interested public jurisdictions;

Protects park properties; exercises commissioned police power;

Supervises Park Rangers, Park Aides, and other employees; trains park personnel, evaluates their performance and recommends appropriate action;

Registers park visitors and assigns them to appropriate use areas;

Maintains records of park activities; prepares reports;

Oversees activities of concessionaires to ensure compliance with concession agreements and park rules;

Represents Washington State Parks at various meetings and gatherings; by direction, gives speeches where required;

Inspects work in progress and upon completion to ensure that plans and specifications have been followed;

Performs clean-up work and enforces standards for cleanliness and sanitation within park area;

As principal assistant, assumes responsibility for park or area activities during temporary absence of supervisor;

Receives and adjusts complaints; writes letters; assists in the gathering of information for park usage and trends;

Performs other work as required.

Knowledge and Abilities

Knowledge of: the philosophy of recreation, problems in protecting, maintaining and improving a State park unit; the purposes, organization, policies and rules of the State Parks and Recreation Commission; methods used in receiving, accurately recording and safeguarding money; principles of effective supervision; geography, points of interest, and principal recreation areas of State; proper methods of transplanting and protecting natural trees, shrubs, and flowers; fire prevention and suppression methods and equipment.

Ability to: plan, organize, and supervise work of others; satisfy complaining or irate park visitors, using tact, diplomacy, and mature judgment; perform a variety of skilled maintenance tasks; keep records, write reports; use hand and power tools; physically perform varied manual tasks over extended periods of time; favorable represent the Commission in day-to-day contacts with the public.

Minimum Qualifications

One year as a Park Ranger 2 within Washington State service.

An unrestricted (other than corrective lenses) driver's license.

NOTE: Employees are required to be fully commissioned law enforcement officers.

NOTE: The Washington State Parks and Recreation Commission will designate the need for a Commercial Driver's License (CDL) with specific endorsements. Candidates selected for CDL positions will be tested for use of controlled substance and alcohol misuse as required by the 1991 Federal Omnibus Transportation Employee Testing Act.

NOTE: Applicants may be required to obtain the following licenses: Pesticide, Asbestos Supervisor, Water Treatment, Waste Water Treatment, Hazardous Waste Handlers.

New class: 3-1-85

Revises distinguishing characteristics: 5-10-85

Revised definition, distinguishing characteristics and minimum qualifications: 5-10-96 (Effective 7-1-96)