

ASSOCIATE URBAN PARK RANGER

General Statements of Duties and Responsibilities

Under direction, supervises subordinates in enforcing compliance with departmental rules and regulations through the issuance of summonses; directs and reviews staff, programs and operations providing informational, educational, and safety services to the general public; serves as a communications supervisor, program specialist, or staff assistant to a manager; performs related work.

Examples of Typical Tasks

Directs staff in a program of routine and extraordinary issuance of summonses for the violation of parks rules and regulations; participates in the formulation of written procedures implementing summonsing activities.

Inspects, and/or directs subordinate Rangers in inspecting, concessionaires to insure compliance with provisions of the health and sanitary codes.

Prepares special and/or routine reports for management as required; reviews inspections and reports prepared by subordinates.

Participates with management and support staff in designing workshops in park lore, forestry conditions, wetlands development, and the history of New York City for interested groups; and tours and field trips to stimulate interest in the park system. Supervises subordinates' tours and field trips.

URBAN PARK RANGER**OCCUPATIONAL GROUP [303]****ASSOCIATE URBAN PARK RANGER** (continued)**Examples of Typical Tasks** (continued)

Prepares in-class presentations dealing with the botanical, zoological and environmental nature of parklands; directs subordinates in developing segments of these classroom activities. Develops environmental educational seminars in conjunction with professional support staff.

Directs individual Rangers or platoon formations of Rangers at special events such as marathons, parades, concerts and related presentations; may act as an individual escort or as a participant in a platoon.

Reviews the dissemination of oral and written information regarding rules and regulations, health and safety hazards, and park events offered to the general public by the Rangers; participates in special information "drives" and presentations.

May direct segments of, and may participate in, ongoing training for staff.

Is responsible for the evaluation of performance for all subordinate Urban Park Rangers.

Drives a motor vehicle.

Qualification Requirements

1. A baccalaureate degree from an accredited college; or
2. An associate degree or completion of 60 credits from an accredited college and one year of full-time paid experience in one of the following: law or code enforcement; security; ecology; or as an environmental instructor or ranger in a recognized park, recreation or ranger program, cultural institution, or accredited school; or

URBAN PARK RANGER**OCCUPATIONAL GROUP [303]****ASSOCIATE URBAN PARK RANGER** (continued)**Qualification Requirements** (continued)

3. A four year high school diploma or its educational equivalent and two years of full-time experience as described in "2" above; or
4. A satisfactory combination of education and experience that is equivalent to "1", "2", or "3" above. College education may be substituted for the required experience in "2" or "3" above on the basis of 5 semester credits for 1 month of experience.

At the time of appointment, candidates must qualify for Special Patrolman deputization by the New York City Police Department. Such individuals must be of good moral character, have U. S. citizenship, and be at least 21 years of age, and have no record of convictions for any felony or for any serious offense against public safety as defined in New York State Penal Law.

License Requirement:

At the time of appointment, all candidates must have a motor vehicle driver license valid in the State of New York with a satisfactory driving record. This license must be maintained for the duration of employment.

Direct Lines of Promotion

From: Urban Park Ranger (60421)

To: None