



## Midpeninsula Regional Open Space District

### LEAD RANGER

#### **DEFINITION**

Under general supervision, leads, trains, oversees assigned staff, serves as a sworn Peace Officer under California Penal Code; performs a wide variety of patrol and related duties involving the enforcement of District land use regulations and applicable laws and preserve visitor education and awareness to ensure safe and efficient access for the public and staff and the protection of the natural resources; responds to requests and inquiries from the public and provides visitor information; performs a variety of basic tasks in the maintenance, restoration, and repair of District lands and facilities; and performs related work as required.

#### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from a Supervising Ranger. Exercises technical and functional direction over and provides training to assigned Seasonal staff, volunteers and may serve as a Field Training Officer. May supervise other ranger staff for limited durations or assignments.

#### **CLASS CHARACTERISTICS**

This is an advanced journey-level class in the ranger series that performs the full range of duties required to ensure that the District's properties and facilities are maintained in a safe and effective working condition and provide the highest level of safety for public use. Responsibilities include providing lead supervision over staff in the absence of a supervising ranger, patrolling assigned areas in a timely manner, enforcement of District regulations and State and local laws, preserve visitor education and awareness, as well as performing a variety of maintenance tasks of assigned properties and facilities. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the department. This class is distinguished from the Supervising Ranger in that the latter is the full supervisory-level class and has responsibility for organizing, assigning, supervising, and reviewing the work of all staff involved in open space patrol and enforcement activities.

#### **EXAMPLES OF ESSENTIAL FUNCTIONS** *(Illustrative Only)*

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Provides technical and functional supervision to staff in the absence of a supervising ranger or as directed; reviews and controls quality of work; provides timely and ongoing feedback and evaluates employees' performance.
- Patrols an assigned area by 4x4 vehicle, motorcycle, UTV, bicycle, or foot to ensure safe and proper use of District lands and facilities, monitors boundaries for encroachments, observes situations, reports and investigates suspicious criminal activity or hazardous conditions, and deters crime and damage to natural resources caused by people by maintaining a highly visible presence.
- Provides public relations and interpretive services, including providing information, directions, and assistance to the public in a variety of situations; taking reports and assisting the public with complaints or unusual situations; explaining District and preserve history, programs, and projects; and making presentations and providing tours of lands and facilities as requested.

- Enforces District regulations and pertinent local, State, and Federal regulations as approved; issues verbal warnings and/or citations as necessary; makes arrests in accordance with District policy; secures crime scenes and evidence; interviews suspects, victims, and witnesses; collects and preserves evidence; performs investigations and/or cooperates with other law enforcement agencies providing investigative and case development support; prepares court cases and testifies in court as required.
- Performs a variety of maintenance, restoration, and repair activities of District properties and related facilities to ensure safe and efficient access for the public and staff.
- Performs basic trail and road maintenance duties, including trail brushing, clearing downed trees, clearing culverts, drainage clearing, erosion control, and tread restoration; maintains and installs fences, stiles, and signs.
- Performs resource management tasks, including identifying and removing non-native invasive plants, pest control, identifying habitat concerns, and participating in data collection projects as assigned; provides information to resource management staff as needed.
- Performs general custodial duties as needed.
- Responds to emergency medical incidents, search and rescue, and other emergency calls; notifies appropriate medical, law enforcement, and/or fire response agencies; assumes incident command; assesses and secures accident scenes; provides traffic and crowd control; provides first responder emergency medical attention.
- Responds to wildland and other fires and performs fire suppression duties; participates in fire control and safety projects including identifying and removing potential fire hazards and participating in controlled burns; drives brush patrol and operates specialized firefighting equipment and tools.
- Provides mutual aid to other law enforcement agencies as dispatched and in accordance with District policy.
- Communicates utilizing multi-frequency radio; obtains and transmits information in the field to other staff, dispatchers, and agencies.
- Operates and maintains a variety of maintenance tools, and equipment such as, power saws, drills, brush cutters, mowers, and all-terrain vehicles.
- Utilize a variety of public safety and enforcement related vehicles, tools, and equipment such as, emergency patrol vehicles, expandable batons, Oleoresin Capsicum spray (pepper spray), and handcuffs.
- Inspects assigned areas for future work projects; completes and submits work orders.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Provides needed information and training on how to perform certain work tasks to new employees.
- Oversees volunteers, seasonal workers, and/or other groups on assigned projects; inspects work to ensure quality control, proper use of equipment, and safety of participants.
- Maintains accurate logs, reports, and records of work performed and materials and equipment used.
- Attends meetings, conferences, workshops, and training sessions; reviews publications and materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices, and procedures of park law enforcement, emergency medical response, fire suppression and prevention, interpretation, and search and rescue.
- Basic maintenance principles, practices, tools, and equipment for maintaining and repairing open spaces, parks, and related facilities.
- Basic principles and practices of resource management, including weed management and habitat restoration.
- Basic methods and techniques of First Aid and Cardiopulmonary Resuscitation (CPR).

- The operation and minor maintenance of a variety of hand and power tools and light equipment.
- Operating a motor vehicle in a safe manner under patrol and emergency conditions.
- Occupational hazards and safety equipment and practices related to the work, including the safe and proper use of pepper spray or other chemical agents, handcuffs, batons, and other impact weapons according to peace officer safety standards.
- Local flora, fauna, cultural, and geological resources and methods and techniques of wild land resource protection and restoration.
- Applicable local, State, and Federal laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Modern office practices, methods, computer equipment, and basic computer applications.
- Principles and procedures of record keeping and reporting.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for effectively engaging with individuals of various ages, various socio-economic and ethnic groups, and effectively representing the District in contacts with the public.
- Techniques for providing a high level of customer service to public and District staff, in person and over the telephone.

**Ability to:**

- Interpret, apply, explain, and enforce complex District, local, State, and Federal codes and regulations.
- Perform a variety of maintenance, and repair work with accuracy, speed, and minimal supervision.
- Perform various emergency medical aid, fire suppression, search and rescue, and other emergency response and prevention activities.
- Handle medical emergencies and injuries in a calm and effective manner, including providing first aid and CPR.
- Develop and present informal and formal on-site and off-site educational and interpretative programs to members of the public. Topics may include natural and cultural history, public safety, environmental sciences, and land preservation.
- Safely and effectively use and operate emergency rescue equipment, patrol vehicles, hand tools, mechanical equipment, power tools, and light equipment required for the work; perform routine equipment maintenance.
- Read, interpret, and apply technical information from maps, manuals, and specifications.
- Learn District lands and boundaries.
- Prepare clear, accurate and grammatically correct reports, records, and other written materials.
- Maintain accurate logs, records, and written reports of work performed.
- Understand and follow oral and written instructions.
- Operate modern office equipment including computer equipment and software.
- Organize own work, set priorities, and meet critical time deadlines.
- Use English effectively to communicate in person, over the telephone or radio, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

### **Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Equivalent to an Associate's degree from an accredited college or university and two (2) years of experience working in the protection, operation of a park, forest, public recreation area, or the equivalent. Education and/or experience in law enforcement, resource management, natural sciences, park management, wildland firefighting, or a related field is highly desirable.

### **Licenses and Certifications:**

- Possession of a valid Class C California Driver's License.
- Possession of a District approved Law Enforcement Training certification.
- Possession of a valid California Penal Code 832 certificate, for appointment as a peace officer.
- Possession of a certificate of completion, or ability to complete, the District's Field Training Program.
- Possession of, or ability to obtain, a valid Emergency Medical Responder (EMR) certificate or equivalent.
- Possession of, or ability to obtain, a valid Professional Rescuer Cardiopulmonary Resuscitation (CPR) certification.
- Possession of, or ability to obtain, a Peace Officers Standards of Training (POST) Field Training Officer or equivalent certification.
- Possession of, or ability to obtain the level of certification in the Incident Command System courses as specified under the National Incident Management System (NIMS).
- Possession of, or ability to obtain, a District approved Fire Suppression Training certification.

### **PHYSICAL DEMANDS**

Must possess, demonstrate and maintain the physical fitness and mobility to meet District fitness standards and to work in the field; strength, stamina, and mobility to respond to emergency situations to provide emergency medical services, perform fire suppression and to gain control of a situation for self-defense or in defense of others, to perform medium to heavy physical work, to work around machines, to climb and descend ladders, to operate varied emergency rescue equipment, hand and power tools, and to operate a motor vehicle and visit various District sites on and off road; vision to assess emergency situations, including medical and fire incidents, and to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas on steep and rugged terrain off established trails, respond to emergencies to access lost or injured persons, and to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 100 pounds, or heavier weights, with the use of proper equipment.

### **ENVIRONMENTAL ELEMENTS**

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, smoke, and poison oak. Employees may be exposed to blood and body fluids when rendering First Aid and CPR. May involve exposure to wild, and/or dangerous animals. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing Federal, State, local, and District laws, codes, regulations, policies, and procedures.

**WORKING CONDITIONS**

Must be willing to work weekends, nights, holidays, or extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations and violent individuals. Must wear prescribed District uniform and adhere to strict safety procedures and work habits. Depending on the exposure, employee is required to wear head, hearing, eye, foot, face, hand, and full protection equipment, as required by applicable regulations and District policy, including but not limited to ability to use a respirator in the performance of work in accordance with CAL OSHA respirator regulations.

EFFECTIVE: July 2015  
REVISED: November 2023  
FLSA: Non-Exempt