



## Job Description

**Job Title:** Senior Ranger – Preserves  
**Reports To:** Area Manager  
**FLSA Status:** Full-time/Hourly  
Member of Operating Engineers Local 150 Bargaining Unit  
**Starting Wage:** Grade III - \$18.06 per hour

### PURPOSE

This position serves as a caretaker of the Preserves with responsibility for maintenance, cleanliness, safety, and accessibility of greenspace. In addition, this role provides customer service support to the Area Manager as this position is often the initial contact person for the public. Assumes area responsibility in the absence of the Area Manager.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Assists the Area Manager with the planning and carrying out of all duties in that area.
- Performs daily cleaning and maintenance on grounds, parking lots, roadways, picnic shelters and outhouses to ensure their safety and cleanliness, which includes, but is not limited to, picking up litter, emptying trash cans, washing or cleaning facilities, repairing vandalism, and posting shelter or campsite reservations.
- Ensures that all turf and landscaped areas are mowed and maintained in an appropriate and timely manner.
- Loads, operates, transports and maintains skid steers, tractors and other related equipment in order to perform loading, hauling, grading of soils, mulch and aggregate, along with loading, hauling, moving trees and brush and/or related materials and supplies in a safe and appropriate manner.
- Opens and/or closes and locks up preserve equipment, shops, and gates on a daily basis.
- Effectively communicates with customers to inform them of rules and regulations to ensure their well-being.
- Maintains trails by pruning, clearing, mowing, picking up litter, filling holes, replacing signage, etc.
- Plants, prunes and removes trees and other foliage to ensure their health and vigor using appropriate arboriculture skills and techniques.
- Conducts water samples, completes well treatments and other related duties to provide safe and healthy drinking water.
- Performs and/or assists with some general construction work involving basic carpentry, concrete, roofing, plumbing, and electrical.
- Ensures that all waterways are kept clean and retrieves debris from floods, vandalism, and general litter by using boat, canoe, and waders.
- Checks property boundaries and posts boundary signs.
- Plows and shovels snow as well as spreading salt and sand to roads, paths, sidewalks, and parking lots.
- Coordinates and leads volunteer groups, seasonal staff, and other full-time staff.
- Collects camp fees in a professional and timely manner.
- Applies herbicides to unwanted vegetation and assists with prescribed burns.
- Alerts and assists law enforcement as needed.
- Completes all required reports and inspections in a timely and effective manner.
- Adheres to all risk management and safety programs.

## **KNOWLEDGE REQUIRED FOR THE ROLE**

Must have a full working knowledge of arboriculture, horticulture, and land preservation, conservation techniques and principles, familiarity with law enforcement procedures and Forest Preserve ordinances, policies and regulations. Must have excellent people and communication skills.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must have a valid Driver's License. The ability to obtain and maintain a valid Class A CDL within six (6) months of hire/placement is required, along with a valid Illinois Pesticide Applicator's License or be able to obtain within six (6) months of hire/placement.

## **EDUCATION and/or EXPERIENCE**

Bachelor's Degree in Horticulture, Biology, Environmental Science or other relevant field is preferred. High school diploma or general education degree (GED) required, in addition to 3-5 years related experience and/or training, or equivalent combination of education and experience.

## **LANGUAGE SKILLS**

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports in an organized manner. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

## **MATHEMATICAL SKILLS**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

## **REASONING ABILITY**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

## **MACHINES, TOOLS, AND EQUIPMENT**

Operates and maintains light and heavy-duty trucks, lawn mowers (riding and push), trailers, tractors, skid steers, loaders, wood chippers, chain saws, boats, canoes, and all other related landscape and carpentry hand and power tools.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and vibrations; outside weather conditions, including extreme hot and cold. The employee is frequently exposed to high, precarious places; fumes or airborne particles; toxic or caustic chemicals; and risk of electrical shock. The noise level in the work environment is usually moderate.

**Effective: January 2018**

Revision 2: Nov 2017

Revision 1: Oct 2017