

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Grangetown Place Ranger	
Reporting to: Grange Pavilion CIO	
Grade: 5	Hours per Week: 37
Special Conditions: the role requires shift work including evenings and weekends	Location of Post: Grange Pavilion, Grange Gardens, CF11 7LJ
<p>Job Purpose:</p> <p>The Grangetown Place Ranger will be employed through Grange Pavilion CIO and will engage with existing Grangetown-based community groups and Cardiff Council to support partnership approaches to the promotion and management of areas of the natural environment within Grangetown, including parks, lanes and open spaces agreed between a project team of partner organisations. The role will focus on connecting community groups, Cardiff Council parks, and third sector and educational partners to support partnership initiatives across Grangetown's natural environments.</p>	
<p>Duties and Responsibilities</p> <p>Job Specific Requirements</p> <ol style="list-style-type: none"> 1. To liaise between Grange Pavilion CIO, Cardiff Council Parks, and Grangetown-focused volunteers, 'Friends of' Groups in Grangetown, community gardening and greening groups, police, educational partners and other partner organisations to collaboratively identify opportunities for partnership working within parks and open spaces in Grangetown. 2. To co-ordinate and supervise the work of two paid apprentices and volunteers working in Grange Pavilion gardens and other green spaces across Grangetown identified in co-ordination with Cardiff Council and community groups, including safe planning and delivery of practical work-days. 3. Develop and deliver guided walks and events in Grangetown to promote connections and collaborations between community, third sector, educational and public sector initiatives in Grangetown's green spaces. 4. To plan, develop and deliver curriculum based environmental educational activities to school and educational groups in Grangetown. 5. To ensure that all tools, machinery and equipment used in project activities are maintained in a safe working order in accordance with appropriate guidance and legislation. 6. To implement practical site-based habitat management and conservation work in Grange Pavilion gardens and other green spaces in Grangetown as identified by Grangetown communities and agreed with Cardiff Council. 7. To utilise computer skills and IT in the course of your duties 	

8. Assist in preparation for the organisation of special events. Liaise with the organisers, managers, security, caterers and other bodies

Grange Pavilion CIO Requirements

1. To participate actively in supporting the principles and practice of equality of opportunity as stated in the Grange Pavilion CIO's Equal Opportunities Policy.
 2. To take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions and to comply with all health and safety legislation as appropriate.
 3. To, as a statutory duty, adhere to the Grange Pavilion CIO's Safeguarding Policy and associated policies and procedures and to report concerns regarding the safety and wellbeing of children or adults at risk. In order to support you in this, you are required to access safeguarding training at the level which is relevant to this post.
 4. As a term of your employment you may be required to undertake such other duties and/or times of work as may reasonably be required of you, commensurate with your grade or general level of responsibility within the organisation.
 5. Although you will be provided with a base in Grange Pavilion, you will be required to work from various locations in Grangetown in accordance with the needs of the role.
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Person Specification

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THE PERSON APPOINTED MUST MEET THE FOLLOWING REQUIREMENTS

Area to be Demonstrated	Essential Requirements YOU MUST DEMONSTRATE THAT YOU MEET THESE REQUIREMENTS	Desirable Requirements YOU DO NOT HAVE TO MEET THESE REQUIREMENTS BUT IF YOU DO, PLEASE TELL US	How Assessed Application Form or Interview or Both
Experience / Knowledge	<p>Experience in working with diverse communities to inform and share skills in an inclusive way.</p> <p>General parks' activities.</p> <p>Knowledge and understanding of Health and Safety and risk management principles</p>	<p>Previous Rangering experience especially in an urban environment</p> <p>Experience of practical habitat management, conservation and land management work.</p> <p>Experience of leading practical work tasks with volunteers and communities.</p> <p>Experience of delivering guided walks and events.</p> <p>Experience of delivering curriculum based outdoor environmental education activities.</p> <p>Knowledge of safeguarding issues.</p> <p>Ability to utilise IT Experience of using social media platforms.</p>	CV and Interview
Skills and Abilities	<p>Ability to facilitate and support voluntary community groups and apprentices.</p> <p>Ability to resolve problems and identify solutions to a diverse range of issues.</p>		CV and Interview

	<p>Ability to communicate and listen effectively with diverse communities of varied ages, interests and languages.</p> <p>Practical skills in the use and maintenance of tools and machinery.</p> <p>Ability to prioritise and plan activities co-produced with community groups.</p> <p>Competent in the use of information technology.</p> <p>The ability to work as part of a team showing a willingness to assist and support others.</p>		
Personal Attributes	<p>Demonstrate a commitment to customer care and quality service delivery</p> <p>Demonstrate an integrated and consistent commitment to putting in place equal opportunities principles and practice</p> <p>Able to work on your own and within a team</p> <p>Commitment to working with disadvantaged and disengaged individuals and communities</p>		Interview
Special Circumstances	<p>Required to work weekends, bank holidays and shifts as required and adjust working patterns to meet needs of the community</p>		CV and Interview