

DRAFT



JOB DESCRIPTION: ENGAGEMENT RANGER

JOB TITLE: Engagement Ranger

REPORTS TO: Development Manager

RESPONSIBLE FOR: managing, maintaining and enhancing the habitats of wildlife; supporting visitors and volunteers; assisting with events; safety and security.

PLACE OF WORK: Midshawhead Farmhouse, Coatbridge, Lanarkshire, located on the Historic Douglas Support Estate.

HOURS OF WORK: 35 hours a week (worked over 5 days, with some flexibility required for weekend work)

SALARY: £18,000

PENSION: 4% employer contribution (conditions apply)

HOLIDAYS: 25 days of annual leave and 8 public holidays

CONTRACT: Permanent (subject to continued funding)

About Viewpark Conservation Group (VCG)

VCG is a Scottish Charitable Incorporated Organisation based in Viewpark, North Lanarkshire. We are led by our Board of Trustees who are mainly local people. Our Management Objectives are:

- To generate income streams from leisure activities and essential timber harvesting in a manner that is sustainable and sympathetic to the management aim.
- To maintain and enhance the recreational values of the Douglas Support Estate, known locally as 'Our Glen', for the community and wider public.
- To maintain the integrity of the landscape features that the glen and woodland provides.
- To improve biodiversity within the woodland with particular consideration being given to ensuring the well-being of the resident animal and bird population.

- Provide an educational and learning resource for all ages, but particularly young people, through improved interpretation and habitat and species monitoring, and of the history and heritage of the Historic Douglas Support Estate.
- Develop woodland management awareness and skills among local people so volunteers can be involved in management tasks and work days where appropriate.

We plan to run regular activities and actively involve diverse groups of all ages, including low income people, BME people, and people with physical, learning and hidden disabilities. We collaborate closely with a wide range of individuals, voluntary sector and statutory partners.

Purpose of post

This is a key role in the development of VCG, which recently acquired the Historic Douglas Support Estate in a community led buyout.

This is a new post, focused on making our new amenity a desirable visitor destination, initially for the people of Viewpark and surrounding areas. The post is initially funded by the Lottery Fund.

The Engagement Ranger will be responsible for security and maintenance of 'Our Glen' (this will require flexible working hours including evening and weekends). Helping to implement the business plan, they will play a key role in the development of the glen, working with the Development Manager and volunteers to devise and co-ordinate outdoor activities, groups and projects.

Main Responsibilities

Main duties and responsibilities will include:

1. Manage and enhance the habitats of wildlife
2. Identify opportunities to encourage healthy lifestyles and outdoor exercise
3. To assist with the planning and delivery of special/community events.
4. To assist the Development Manager and/or the Board of the Viewpark Conservation Group, both directly and through the co-ordination of volunteer activities.
5. To lead the volunteer groups on a number of operational duties including litter picking, coppicing, path maintenance and other maintenance operations.
6. To ensure all tools and equipment, including first aid kits are maintained, kept clean, used and stored safely.
7. To ensure safety and security of members of the public and volunteers using and working within the parks, woodlands and open spaces.
8. To ensure all buildings are inspected on a regular basis set out by the Line Manager
9. Inspect all open spaces on an agreed schedule to be confirmed and ensure all the necessary inspection documentation is maintained.

10. Take the necessary action to isolate and report where any necessary repair damaged/worn equipment in open spaces.
11. Remove litter/glass where practicable, if area is heavily littered, report to North Lanarkshire Council Environmental Services.
12. To support and work with the Board of Viewpark Conservation Group to develop in the long term, enhancement of the public spaces and play areas and open spaces.
13. To carry out such other duties as may be required by your line manager in the furtherance of the aims and objectives of VCG.

Person Specification

Essential knowledge, experience, skills and attributes:

- Knowledge and understanding of countryside management with particular emphasis in conservation and recreation
- Experience of working in a countryside management/conservation role
- Experience of working with stakeholders and partner organisations from the public, private and/or voluntary sectors
- Ability to manage time and resources to deliver defined projects and activities
- Team-worker with ability to work with minimal supervision
- Manage multiple projects and delivery, working with colleagues and partners as appropriate
- Able to negotiate and present ideas and solutions, manage conflicting demands and resolve issues
- Good customer service skills, to be able to interact effectively and professionally with external and internal customers
- Ability to share ideas and information with colleagues and seek input to solve problems
- Ability to treat sensitive information confidentially
- Drivers licence
- Ability to work on own initiative and with minimal supervision: well organised and able to plan, prioritise and administer own work.
- A resilient, can-do and problem-solving approach to challenges, with a high level of confidence and self-reliance.
- Willing to work flexibly, including weekends and public holidays..

Desirable knowledge, experience and skills

- A recognised qualification in a countryside or rural management related discipline and evidence of relevant experience
- An awareness of the causes and impact of health inequalities
- Understanding of how to support and empower volunteers to develop and co-create new activities
- Understanding of the ethos of public spaces
- Chainsaw and Brushcutter licences

- First Aid Certificate

Disclosure (PVG) requirements

The appointment is subject to VCG being satisfied that the candidate meets the requirements of the Protection of Vulnerable Groups (Scotland) Act 2007.



Viewpark Conservation Group
Registered Charity Number: SC045857

4th March 2021