



JOB DESCRIPTION

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| Position Title: | Ranger Captain |
| Status: | Full time, Exempt |
| Salary Grade: | 27 |

Job Content:

- I. Overall purpose of this position:
 - Plan, organize, and direct work of Lieutenants, Sergeants, and Park Rangers to ensure public safety and protect natural resources. Reports to the Chief of Rangers.
 - Serves as commissioned Peace Officer, enforcing park rules and regulations and state law.
2. Major activities which must be performed in order to carry out the purpose of the position as described above:
 - A. Manage staff: assist in the selection, hiring, training, and coaching of staff; monitor and ensure performance, recommend and carry out disciplinary action.
 - B. Serve as liaison to area police departments, emergency services, courts, prosecutors, integrating and coordinating law enforcement activities.
 - C. Assumes the duties and responsibilities of the Chief of Rangers, when assigned.
 - D. Research and make recommendations to the Chief of Rangers for the purchasing of equipment.
 - E. Monitor the Inspection of facilities, boundaries, properties, resources, and security systems to ensure appropriate protection; report conditions to the Chief of Rangers.
 - F. Monitor traffic patterns to ensure safe and effective movement of vehicles and pedestrians. Coordinate and monitor special events.
 - G. Ensure compliance with all safety and risk management programs. Make recommendations to the Chief of Rangers.
 - H. Oversee background investigations on employment candidates and candidates for volunteer positions.
 - I. Conduct internal affairs investigations; report findings to Chief of Rangers.

- J. Respond to and investigate park visitor complaints as assigned.
- K. Conduct and follow-up on criminal investigations; assign and supervise Park Rangers in criminal and accident investigations.
- L. Serve as a member of the Park Ranger management team, participating in the development of departmental policies and procedures. Cooperate with other Park District departments to fully serve and carry out Park District programs and missions.
- M. Manager of evidence and holding facilities for evidence. Responsible for compliance with regulatory standards along with care and upkeep of facilities.
- N. May serve as a firearms instructor, CPR instructor, defensive tactics instructor, conduct Use of Force Liability training, assist supervision of community outreach school programs and other related training to meet state requirements.
- O. On 24-hour call. Respond to incidents during non-shift hours.
- P. Regular attendance, as required by the employee handbook.
- Q. Ensures that all park commissioned Peace Officers maintain all required annual continuing education and training, i.e OPOTA, Red Cross.
- R. Manage programs for community outreach; perform outreach programming for area youth (Jr. Ranger Safety Program).
- S. Actively promote involvement of volunteers to achieve department objectives and provide opportunities for community participation.
- T. Collect and analyze law enforcement data and prepare annual report of activity in the areas of law enforcement productivity, public relations, outreach programming and ranger fitness level.
- U. Provide training and maintain current knowledge in law enforcement, with reference to understanding of the diverse multi-cultural populations with which park rangers interact.
- V. Assist with supervising fleet of patrol vehicles. Ensure equipment specifications.
- W. Rotate vehicle locations determined on vehicle capability and mileage.
- X. Participate in recruitment of potential ranger candidates. Participate at job fairs at colleges and universities throughout Ohio.
- Y. Develop and maintain procedural manuals for areas of responsibility.
- Z. Comply with all park district safety and risk management programs.

Qualifications:

3A. Specific knowledge, training or skills required to perform the duties of this position. Specific concepts, courses, training programs or required certifications:

- Thorough understanding of criminal justice and public administration typically acquired through a Bachelors Degree program. Bachelor's Degree in law enforcement or natural resources preferred. Ten to fifteen years supervisory experience in law enforcement supervision. Park experience preferred.
- Demonstrated leadership skills: coaching, customer service, team building, goal setting, decision-making, problem-solving, conflict resolution, and analytical skills. In-depth interpersonal skills: demonstrated ability to relate to all types of people.
- Physical agility and stamina to perform required functions. Pass OPOTA fitness standards semi-annually. Always presenting a professional law enforcement appearance, exemplifying fitness standards.
- Demonstrated emotional intelligence to include: demonstrated self- awareness and accurate self-assessment, demonstrated sensitivity and empathy, demonstrated openness, reliability, trust and consistency.
- Current certification as a Commissioned Peace Officer of the State of Ohio. Complete annual OPOTA requirements (Continued Professional Training/CPT)
- Valid Ohio driver's license with clear driving record.
- Standard first aid and CPR training as a Professional Rescuer.
- Computer and electronics knowledge and skills: computer automated dispatch/CAD, body-worn cameras/BWC, word processing, PowerPoint and data entry.
- Presentation and training skills.
- Familiarity with the natural resource field resources.

3B. Essential Physical Demands and Working Environment:

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

- While performing the duties of this job, the employee is regularly exposed to extreme outside weather conditions including temperature, humid and wet; fumes or airborne particles; and confined spaces. The employee may be exposed to the body fluids of others while performing first aid/rescue procedures.

3C. Previous positions that are necessary background experience to qualify for this position:

- Advanced level (15 years) of patrol experience in the law enforcement field.

CONDITIONS OF CONTINUED EMPLOYMENT:

- Must successfully complete a one-year probationary period.
- Must achieve drug-free workplace compliant screening results, including THC and alcohol.