

**TOWN OF NEW MILFORD
Parks & Recreation Department
J.P.C.C.
2 Pickett District Road
New Milford, CT 06776
(860) 355-6050 – Fax (860) 355-6052**

POSITION ANNOUNCEMENT March 25, 2020

**PARK RANGER – Part-time
Seasonal – Non-Union
Part-time - 12 hour**

The Town of New Milford is seeking qualified candidates for the position of part-time Park Ranger. Must be 18 years old. Must have a CT driver's license and proof of insurance. Applications should be directed to: Town of New Milford Parks & Recreation Department, J.P.C.C., 2 Pickett District Road, New Milford, CT 06776 Phone: 860-355-6050. Fax 860-355-6052.

The Town of New Milford is an EOE.

DATES OF SERVICE: Memorial Day – Labor Day (15 weeks)

HOURS: 3 Hours/day - 4 days/week Not to exceed 12 Hours/Week (Mandatory Friday, Saturday & Sunday – Remaining 1 day at the discretion of the Director)

RATE OF PAY: \$11.00 - \$15.50 per hour depending on experience.

GENERAL STATEMENT OF DUTIES:

Mature, self-reliant individual willing to oversee and check several parks each evening within the Town of New Milford. While patrolling the parks, the Park Ranger needs to interpret and enforce park ordinances to the general public. Reports problems and incidents daily to the Director of Parks & Recreation.

SUPERVISION RECEIVED:

Works under the direct supervision of the Director of parks & Recreation and the Programs & Special Events Director of the New Milford Parks and Recreation Department.

JOB LOCATIONS:

All New Milford park locations and buildings including areas accessible by foot only. Areas of jurisdiction include but not limited to: athletic fields, courts, beaches, playgrounds, nature

preserves, picnic areas, trails, ponds, parking lots, side walks, buildings, utilities, storage areas, site amenities, fencing.

GENERAL DUTIES:

- Patrol Town Parks and report any incidents to the local Police Department
- Pick up keys and Town vehicle from the John Pettibone Community Center daily.
- Utilize the Town vehicle to make rounds at several locations within New Milford that will be listed on the daily log, which must be handed in daily.
- A time card will be filled out weekly and turned in no later than Monday mornings.
- Keys must be returned to the locked mailbox after each shift.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to properly operate a motor vehicle.
- Ability to use a cell phone (you must provide your own cell phone)
- Knowledge of park policies and procedures.
- Ability to make decisions and handle difficult situations.
- Ability to enforce all park rules and regulations.
- While performing the duties of this job, the employee is regularly required to stand; walk long distances; drive several miles in and around town; reach with hands and arms; climb or balance; and talk or hear. The employee frequently is required to stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds.
- While performing the duties of this job, the employee regularly works outside even in inclement weather.

EDUCATION, TRAINING AND EXPERIENCE:

- Must be at least 18 years of age
- High school diploma or GED required
- Interest or experience in Law Enforcement or Forestry preferred
- First Aid and CPR certifications required.
- Must possess a CT Driver's license and proof of insurance.
- Must possess good oral and written communication skills.

(The above description lists only those job duties necessary for salary evaluation and does not include each and every job duty requirement.)

The Town of New Milford is an Equal Opportunity Employer.

Approved by Town Council -

Updated February 2005