

## Seasonal Park Ranger

FLSA Status: Covered  
Bargaining Unit: Portland City Laborers 483 (PCL)

### GENERAL SUMMARY

Seasonal Park Rangers patrol assigned parks, with other Seasonal Park Rangers or for some parks, working with Park Rangers. Seasonal Park Rangers inform patrons about park activities, rules and regulations; explain and enforce park codes and rules, issue warnings and exclusions, and perform related duties as assigned.

This is a seasonal/casual classification. Seasonal appointments are limited to 1400 hours per year. (Reference HR Administrative Rule 3.03 Seasonal Appointments and the DCTU contract).

### Distinguishing Characteristics

Seasonal Park Rangers patrol assigned parks and natural areas, interacting with the public to promote safe and secure parks and effective customer service for all park patrons. Incumbents must exercise discretion and judgment in determining the appropriate course of action when dealing with public nuisances, group conflicts, and general public interactions and determine when situations require police assistance/intervention. Incumbents must represent the city positively while also enforcing codes, ordinances and regulations pertaining to park usage.

Seasonal Park Rangers also may assist Park Rangers on projects, special activities or coordination with community groups and staff of other bureaus and agencies on a variety of park-related issues, initiatives, and projects.

Seasonal Park Rangers are distinguished from Park Rangers by the latter's authority to issue citations, and responsibility for short and long-term projects, oversight of assigned parks and providing direction, coordination and training to volunteer, temporary and seasonal staff.

### Typical Duties/Examples of Work

1. Patrols assigned parks on foot, bicycle and/or in vehicle; provides a positive presence; promotes enjoyment of the park and voluntary compliance with park rules; provides information to park patrons about park history, schedule of activities and rules, codes, hours and other general information; observes nuisance or crime activity and calls law enforcement as appropriate; provides First Aid to injured persons; ensures proper closure and security of buildings; monitors park areas for damage to grounds, equipment and/or facilities; picks up

and properly disposes of litter; documents daily activity in parks and follows up on citizen concerns.

2. Enforces park codes and rules; interprets and communicates park codes and rules to the public; issues warnings and exclusions; acts as a deterrent to park code violations; involves law enforcement authorities as necessary to maintain park security and safety; performs assigned traffic and event management activities at various park events and functions.
3. Helps resolve conflicts between park users; addresses a variety of park use issues, such as permit-related conflicts, homelessness and illegal camping, traffic/pedestrian/sidewalk/path use, dog-related issues, substance abuse in parks and other problems; responds to citizen complaints regarding nuisance activity in parks; interprets procedures and regulations to determine the specific park violation.
4. Assist other park staff and law enforcement to investigate suspicious activities; provides assistance to police when necessary; creates accurate logs and reports for use by Parks and Recreation Bureau and by the police, city attorneys, and other outside agencies including social service providers; may be called to testify; responds to calls for service; implements emergency closure of parks or facilities due to public health, safety or other issues; coordinates with first responder and first aid services; provides first aid.
5. Performs related duties as assigned.

### **Required Knowledge, Skills and Abilities**

Knowledge of: City codes related to Parks; federal, state and local laws and rules applicable to public safety and security in parks; observation and investigation techniques and procedures; social service techniques; the impact of enforcement actions; the political sensitivity of public perception.

Ability to: deal tactfully with the public; explain park policies, rules and procedures; resolve conflicts and mediate disputes; assess violations and develop appropriate responses; maintain accurate logs and notes; provide factual information based on observation; operate computer software related to position; convey and obtain pertinent information from sometimes upset or difficult people; follow written and verbal procedures; establish and maintain effective working relationships with a diversity of others.

Skill in: conflict resolution and communication techniques; assessing violation and developing solutions; applying practical judgment to enforcement and information gathering situations; two-way radio procedures; alertness and situational awareness, particularly in secluded areas.

**Special Requirements**

Valid state driver's license. Ability to obtain State of Oregon license for unarmed security guards within 6 months of appointment. Successful completion of bicycle certification course, defensive tactics, first aid/CPR, and familiarization with crisis intervention and social services. Must pass a background investigation (to include fingerprinting) and physical capacity testing.

**WORKING CONDITIONS**

This position requires working outdoors in all weather conditions, alone or in a team, and involves frequent interaction with potentially hostile members of the public. Requires alertness to potential dangers associated with working in secluded areas. The duties of this position entail physically demanding work on foot, bicycle and in city-owned vehicles.

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**Class History:**

Established 9-1-2014

Revised: 7-1-17          Union changed from DCTU to PCL