

Job Description

Junior Ranger

This is an exciting opportunity funded by the Kick Start government programme. We are currently looking to recruit a Junior Ranger to work closely with Macclesfield Town Council and the Town Ranger team.

The role will involve completing a range of maintenance and cleansing activities across Macclesfield including planting enhancements, maintenance, litter picking, the emptying of litter and dog bins, removal of fly tipped waste and some maintenance of public realm furniture and structures to ensure the Town is a clean, safe and an attractive place to live and work.

You will be required to work in line with the Employee Code of Conduct and work as part of a team. The need to work in a safe manner is paramount.

We are looking for someone who will give it their best, is willing to learn, has a 'can do' attitude and loves the 'outdoors'.

Main Function of Position

To support the Town Ranger Team at the Town Council to make sure the Town is clean and safe and an attractive place to live and work.

Salary: £16778 per annum (FTE)

Hours: 25 hours per week (5 hours per day)

Responsible To: Town Clerk and Senior Town Ranger for day to day supervision

Responsibilities:

- Help the Rangers as instructed with cleaning, planting, watering flowers, cleaning street signs and general tidying of the town.
- To work outdoors in all weather conditions and exert physical effort for the majority of the working day.

- To interact and communicate politely and effectively with members of the public.
- Literacy and numeracy skills are essential
- The ability to use technology particularly a smart phone in order to take photographs, record tasks and post on social media when requested.
- To ensure compliance with the service responsibilities for information and GDPR compliance
- To prepare and maintain a Personal Development Plan and to attend training courses or seminars on the work and the role as required.
- To work in any premises in the ownership or interest of the Town Council in Macclesfield.
- Any other duties as and when required by the council that are reasonably within the capabilities of the person and are aimed at achieving the council's objectives and goals.
- Evening or weekend work may be required occasionally.

Person Specification:

Table 1 Person Specification

Criteria	Assessment	Essential/desirable
A keen interest in the town and the outdoor environment	Application,	Essential
Experience of using IT, computers and a Smart Phone.	Application, Interview,	Essential
Good organisational skills	Application, Interview,	Essential
Experience of working outdoors	Application,	Desirable
Good interpersonal skills.	Interview	Essential
Good oral and written skills.	Interview, Assessment	Desirable
Ability to complete a task	Application, Interview	Essential

Criteria	Assessment	Essential/desirable
Ability to take direction	Application, Interview	Essential
Willing to undertake appropriate training.	Interview	Essential
Willing to work occasional evenings and weekends as required	Interview	Essential
Good level of literacy and numeracy	Certificate, Application & Interview	Essential
Experience dealing with the public in a professional manner	Application & Interview	Desirable
High standards of presentation and cleanliness	Application & Interview	Essential
Good communication skills	Interview	Essential
Flexible approach to working hours	Interview	Essential