



Performance Profile Casual Ranger

Our Vision	Our Objectives	Our Values
A vibrant coastal community, connected to the environment, living the village lifestyle.	<ul style="list-style-type: none"> Enhance community connection and well-being. Operate as environmental custodians for the future. Support local jobs, industry, and small business and facilitate sustainable development. 	Consistency Sustainability Honesty Integrity Teamwork Transparency Respect
Our Commitment		
Protect what makes us special, improve our quality of life, and plan for future generations.		

Position:	Ranger	Direct Reports:	No direct reports
Department:	Community Services		
Reports to:	Senior Ranger		
Status:	Casual		

Performance Summary
<p>The Casual Ranger is expected to;</p> <ul style="list-style-type: none"> Deliver a high standard of community education and Municipal Law enforcement. Strive for continuous improvement in our workplace and excellence in customer service. Be a part of a strong team culture. Be solution focused and have a 'can do attitude'. Champion the Shire's vision, values and mission statement.

Key Responsibilities

- Patrol the district and undertake both proactive and reactive regulatory functions under the following West Australian Legislation:
 - Dog Act 1976/Dog Regulations 2013
 - Cat Act 2011/ Cat Regulations 2012
 - Local Government Act 1995
 - Local Government (Miscellaneous Provisions) Act 1960
 - Litter Act 1979 and Regulations 1981
 - Caravan Parks and Camping Grounds Act 1995 and Regulations 1997
 - Interpretation Act 1984
 - Bush Fires Act and Regulations 1954
 - Emergency Management Act 2005
 - Shire of Denmark Local Laws
 - Records Management Act and Gazetted Local Laws.
- Communicate and educate effectively in an empathetic manner, using a high level of customer service, ensuring a consistent and transparent approach.
- Issue Infringements and give verbal and written warnings in accordance with relevant Acts, Regulations and By-Laws.
- Maintain a high degree of confidentiality and integrity.
- Undertake firebreak and hazard inspections.
- Undertake all aspects of animal control and management, including snake handling, euthanasia of injured wildlife and Pound Keeper.
- Process and respond to internal and external correspondence, complaints, and queries.
- Assist team members with fire mitigation planning, inspections, identification of hazards, and monitoring strategic fire breaks and water tank conditions.
- Support educational programs regarding ranger services responsibilities within the community.
- Provide advice and assistance to various departments as required.
- Undertake training as required to develop the necessary knowledge for the position.
- Patrol Council vested reserves to ensure correct use in accordance with Council policy and monitor and replace dog refuse bags at authorised Dog Exercise areas.
- Other duties generally associated with Ranger Services as directed by the Senior Ranger

Position Requirements

- Ability to interpret and apply statute laws, compile reports, and make recommendations.
- Well-developed oral and written communication skills, including strong negotiation and conflict management skills.
- Ability to work public holidays and weekends as required.
- Proficient in Microsoft Office and strong computing skills.
- Well-developed time management and organisation skills.
- Experience in a compliance or investigative role.
- Experience in animal handling.
- Qualifications in Regulatory Officer Compliance Skills-ROCS 1 & 2 (Desirable)
- Current Police and Working with Children Clearance.
- Current "C" class driver's licence.

General Accountability, Attitude, Behaviour and Conduct

Every person carrying out work for the Shire has a personal accountability, obligation and responsibilities, attitudes, behaviour and conduct, as detailed in the Shire's Code of Conduct, including:

- Adhering to management directives and approved policies and procedures.
- Taking reasonable care to ensure personal safety and health at work of themselves and other persons.
- Adhering to lawful and reasonable directions from the employer and particularly those relating to employee integrity, confidentiality, Shire reputation, efficiency, fraud and corruption prevention.
- Respecting and maintaining Shire values and culture.

Certification

As the occupant of this position, I have noted and agreed to the Values, statement of duties, responsibilities and other requirements as detailed in this document.

NAME _____

SIGNATURE _____

DATE _____

MANAGER _____

SIGNATURE _____

DATE _____

PERFORMANCE PROFILE REVIEWED

DATE _____