



5500 Northrock Drive
Rockford, IL 61103
Phone: 815-877-6100/Fax: 815-877-6124
www.winnebagoforest.org

ASSISTANT RANGER

Full-Time (Local 150 Bargaining Unit)

Starting Salary \$ 14.64 - \$ 20.20 an hour

Commensurate on Experience

Position Summary:

This entry-level position serves as a caretaker of the Preserves with responsibility for maintenance, cleanliness, safety, and accessibility of greenspace. In addition, this role provides customer service support to the Ranger and Area Manager, as this position is often the initial contact person for the public.

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Performs daily cleaning and maintenance on grounds, parking lots, roadways, picnic shelters and outhouses to ensure their safety and cleanliness, which includes, but is not limited to, picking up litter, emptying trash cans, washing or cleaning facilities, repairing vandalism, and posting shelter or camp site reservations.
- Mows and maintains all turfed and landscaped areas in an appropriate and timely manner.
- Operates, transports, and maintains grounds maintenance equipment in a safe and appropriate manner.
- Opens and/or closes and locks up preserve equipment, shops, and gates on a daily basis.
- Effectively communicates with customers to inform them of rules and regulations to ensure their well-being.
- Maintains trails by pruning, clearing, mowing, picking up litter, filling holes, replacing signage, etc.
- Assists with the planting, pruning, and removal of trees and other foliage to ensure their health and vigor using appropriate arboriculture skills and techniques.
- Conducts water sampling and completes well treatments to provide safe and healthy drinking water.
- Assists the Ranger and/or other employees with general construction work involving basic carpentry, concrete, roofing, plumbing, and electrical.
- Cleans waterways and retrieves debris from floods, vandalism, and general litter by using boat, canoe, or waders.
- Checks property boundaries and posts boundary signs. Plows and shovels snow and spreads sand and salt to roads, paths, sidewalks, and parking lots.
- Provides support to volunteer groups, seasonal staff, other Assistant Rangers, Rangers and other employees, as necessary and appropriate. Collects camp fees in a professional and timely manner.
- Applies herbicides to unwanted vegetation and assists with prescribed burns.
- Alerts and assists law enforcement as needed.
- Assists Ranger/Area Manager in completing all required reports and inspections in a timely and effective manner.

KNOWLEDGE AND SKILLS REQUIRED FOR THE JOB

Must have a basic knowledge of arboriculture, horticulture and land preservation, conservation techniques and principles, law enforcement procedures, and Forest Preserve policies and regulations. Must have the ability to communicate effectively with the public.

EDUCATION and EXPERIENCE

Associate's Degree or Two-Year Technical Certificate in Horticulture, Biology, Environmental Science, Parks & Recreation or other relevant field is preferred. A High school diploma or general education degree (GED) is required; in addition to one to three years related experience and/or training; or equivalent combination of education and experience.

Posted: 07/14/2017

Expires: 08/08/2017