

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 1501200

Park Ranger, Grade 8/NS	1501200
Park Ranger 2, Grade 12	1501300

Brief Description of Class Series

Park Rangers patrol state parks and historic sites to protect property, encourage the respectful enjoyment of park facilities and natural resources, and ensure the safety and well-being of the public. Park Rangers serve as ambassadors for their assigned park/historic site, welcoming the public and providing information about facility amenities and programs and the geographic areas that they are located.

Most of these positions are seasonal in nature and are assigned to the Office of Parks, Recreation and Historic Preservation (OPRHP).

Distinguishing Characteristics

Park Ranger: non-competitive; seasonal positions; performs security, public assistance, and ambassadorial duties; no police powers.

Park Ranger 2: non-competitive; permanent positions; reporting to OPRHP Regional Office operations, coordinates the Park Ranger Program for an assigned region; may oversee the work of seasonal Park Rangers; no police powers.

Related Classes

Parks and Recreation Forest Rangers preserve and protect the state's forest and land resources by engaging in forest fire prevention and suppression activities, caring for state lands and forests, controlling insects and diseases, conducting search and rescue missions, and providing security, supervision, and public education for recreation programs.

Illustrative Tasks

Provides advice and assistance to the public.

- Welcomes park patrons, provides information and answers questions about the natural resources, facilities, programs, and recreational activities available at the site, and the condition and accessibility of trails and other facility resources.
- Provides information and literature about programs offered.
- Informs patrons about facility rules and regulations.
- Encourages the respectful and proper use of facilities.
- Applies emergency first aid to patrons.

Performs security related activities to ensure the safety of visitors and facilities.

- Patrols assigned area for signs of fire, vandalism, misuse, trespass, maintenance problems, and safety hazards.
- Informs police when assistance is needed to control or stop illegal, destructive, or unsafe activities.
- Questions visitors about their activities.
- Resolves conflicts among individuals and groups.
- Assists police at the scenes of emergencies and other incidents.
- Assists in search, rescue, and evacuation operations. May supervise seasonal employees in conducting search and rescue activities.
- Monitors use of trails and camping areas to evaluate patterns of use and determine condition of facilities.
- Assists in controlling and directing traffic.

Performs routine maintenance work on trails and other facilities, including placing signs, removing blow downs, and removing debris and garbage.

Gives tours and presents talks to school groups, park patrons, and others.

Assists in fire suppression and prevention activities. May supervise seasonal employees in conducting fire suppression activities.

Prepares reports and maintains records relating to daily activities, public use, maintenance needs, and enforcement of rules and regulations.

In addition to the above duties, a Park Ranger 2:

- Oversees, reviews, and evaluates the Regional Park Ranger Program.
- Recruits, and assists in the hiring process, and trains seasonal Park Rangers.
- Assists in selecting, purchasing, and inventorying Park Ranger Program equipment for their region for items such as ATVs, bikes, cell phones, radios, and uniforms.
- Assists facility managers in evaluating seasonal Park Rangers to determine if performance expectations are being met.
- Models appropriate, welcoming, enthusiastic, and positive behaviors for Park Rangers.

Independence of Operation

Park Rangers must be able to work alone and without direct supervision in the performance of work activities. Frequently, the size of the area to which Park Rangers are assigned is at a considerable distance from their immediate supervisors, requiring them to perform their activities without direct or immediate review and assistance. They are expected to make decisions and determine the correct course of action in most instances, using their knowledge of safety and security procedures and agency programs and facilities.

Park Rangers are typically supervised by Park Managers. Direct supervisors and Park Rangers 2 review their reports, assign assistance when needed, train staff, provide procedures and guidelines, and evaluate their performance.

Park Rangers 2 typically report to the Park Operations Manager who acts as the Assistant Regional Director for an OPRHP Region and oversees the Park Ranger Program for the entire region. Park Rangers 2 also report for programmatic guidance to the Office of Public Protection, which has oversight of the Park Ranger Program.

Complexity

Park Rangers perform duties that are varied and include extensive interaction with park patrons to impart information about their facility, the amenities and programs provided, and their geographic area. They exercise judgment and discretion in performing their duties. They are expected to understand the rules and regulations that govern their work and apply them in a variety of work situations, and answer questions about the programs, natural resources, facilities, and geographical areas where they work.

Park Rangers 2 may perform all the duties of a Park Ranger and will oversee the Park Ranger Program for their assigned Region. Park Rangers 2 do not typically directly supervise Park Rangers; however, they may assist supervisors in training and evaluating Park Ranger performance. Park Rangers 2 are responsible for recruiting, hiring, assigning, training, evaluating, and resolving complications for the Park Ranger Program. They travel to various parks to observe Park Rangers on duty and model appropriate behaviors for Park Ranger incumbents.

Communication

Park Rangers have frequent face-to-face communications with the public to provide information, answer questions, and provide assistance and advice. They may lead informational programs at a facility. They must use tact and diplomacy to encourage proper use of facilities and to minimize conflict when enforcing rules and regulations.

Park Rangers 2 have frequent contact with facility managers, Park Rangers, regional safety managers, regional business Office Assistants, the public, recruitment sources, and the Office of Public Protection.

Park Rangers write and prepare narrative and factual reports. Park Rangers 2 write evaluations of Park Rangers, of the Park Ranger Program, and equipment purchased and used. They may write curricula for Park Ranger training programs and present training programs to Park Rangers hired for each season.

Minimum Qualifications

Park Ranger

Non-Competitive: must be at least age 18 at time of appointment and must have a high school diploma or its equivalent; must possess and maintain a valid, unrestricted driver's license when required to drive state vehicles; must be able to physically perform the duties of the position; must successfully complete a background investigation including fingerprinting; and must successfully complete 24 hours of Security Guard training and obtain and maintain a New York State Security Guard Certification.

Park Ranger 2

Non-Competitive: must have an associate's degree and at least one season* of experience in a parks or recreational organization performing any of the following duties: law enforcement or security, firefighting, environmental education or stewardship, forest management, park maintenance or operations, historic preservation or interpretation, or wildlife management or preservation; or must have a high school or equivalency diploma and three seasons* of the experience noted above. Candidates must be at least 18 years of age at the time of appointment; must be able to physically

perform the duties of the position; must satisfactorily pass a thorough background investigation, including fingerprinting; must possess and maintain a valid, unrestricted driver's license as a term and condition of employment; and must possess and maintain a current New York State Security Guard Certification.

*A season is defined as working at least 300 hours of performing the duties noted.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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