

Level 4 Countryside Ranger Apprenticeship Job Description

Role Purpose

This is an intermediate level role aimed at bringing new talent into the organisation and offering a career development opportunity to someone in our community.

The focus of this apprenticeship will be on:

- Supporting the work of the council by contributing to the delivery of services and projects allocated and supported by a supervising manager
- Learning the knowledge, skills and behaviours required of the role
- Completing a programme of study at level 4 which is relevant to the role
- Learning to model Surrey County Council's Values
- Carrying out the role with enthusiasm, integrity and professionalism
- Supporting the work of the Countryside Access Team by maintaining and improving Public Rights of Way
- Carrying out both practical work in the countryside and office based activities
- Learning about Rights of Way and public access to Surrey's Countryside.
- Contributing to the maintenance and promotion of Surrey's Natural Capital in terms of improvements to Public Access

Work Context

The Countryside Group is part of the Environment Service within the Environment & Infrastructure Directorate (E&I) which also incorporates the Highways & Transport Service and the Planning & Development Group. All the County Council's countryside access, legal, maintenance and improvement work on rights of way and open access land is undertaken by the Countryside Access Team.

In addition to this countryside access work, the council has responsibilities for promoting countryside access and biodiversity. It owns and manages large areas of countryside for recreation and conservation purposes, which are currently managed by a separate but linked team. It also undertakes with partners numerous projects to promote recreation and conservation including leading the Surrey Hills AONB Partnership and Surrey Wildlife Trust

Countryside issues can be highly controversial and of great public interest and concern. Relationships with the public therefore need to be carefully managed, often in the face of strong disagreement. There are many enquiries from members of the public that are often complex and demanding.

The work involves a wide variety of partners and other organisations and relationships need to be managed with great sensitivity. The Countryside Ranger Apprentice will have contact with other teams within county council as well as borough and district councils, town and parish councils and many voluntary and community organisations. The role is office based but involves regular site visits across the county. The post holder will also need to be able to occasionally work evenings and weekends.

Representative Accountabilities

- Undertake a course of studies and develop a broad range of skills within the requirements of the service to achieve a nationally recognised Apprenticeship
- To develop a working knowledge of Surrey County Council's policies and procedures in line with the requirements of the Apprenticeship standard
- Provide high standards of performance and implement changes necessary to ensure that the service operates efficiently and effectively
- Work both independently and closely with other team members deliver a range of projects and service developments.
- Through personal example promote the values and behaviours (including equalities) that underpin the Council's organisation strategy.
- Source, store and control the use of resources used to maintain and improve Rights of Way including bridges , gates and stiles
- Organise, deliver, and supervise small scale project work relating to Public Access and Rights of Way from start to completion, and as specified by their supervisor, within remit, on budget and to timescales and representing value for money
- Managing and complying with health and safety and Rights of Way legislation, organisational policies and procedures such as safeguarding and implementing environmental good practice, to ensure work is delivered safely, correctly and sustainably including reporting and managing any risks and adhering to any licences required.
- Identify and respond to events (major or minor) that impact upon the Public Rights of Way network, environment, wildlife, natural habitats, assets or people
- Organise, prepare and supervise the construction and maintenance of, assets and infrastructure such as bridges, gates, steps, ramps, surfacing and drainage
- Promote responsible public use of the natural environment, balance the conflicting needs of Public access, land use, landscape, wildlife and historical value and different users and diffuse conflict between different interests and user groups
- Organising and prioritising short and medium term work programmes relating to the day to day management, maintenance and protection of Rights of Way, delegated countryside sites, areas or projects
- Duties for all

Values: To uphold the values and behaviours of the organisation.

Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.

Health, Safety & Welfare: To work alongside colleagues in the maintenance of a safe working environment reporting incidents, accidents, repairs and maintenance promptly and taking appropriate action as required. Adherence to safe working under the health and safety policy

is required.

To have regard to and comply with safeguarding policy and procedure as appropriate.

Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics

- Ability to work towards and achieve a level 4 apprenticeship
- Educated to A level/full level 3 qualification (or equivalent)
- GCSE 9-4/A*-C in Maths (or equivalent) or ability to work towards level 2 maths
- GCSE 9-4/A*-C in English (or equivalent) or ability to work towards level 2 English

Details of specific qualifications and/or experience required for role in line with role outputs

The successful applicant will have a full UK driving licence and their own transport.

A genuine interest and enthusiasm for the countryside and an interest in Public Access and Rights of Way are essential.

The role involves use of IT and a good grasp of basic programmes such as Excel and word is required.

Knowledge of mapping such as GIS and the ability to read an Ordnance Survey Map is desirable .

Role summary

Roles at this level typically work as part of a team developing specialised skills to perform duties required by the team. They will usually have some prior knowledge or experience and will be interested in pursuing a career in the organisation. They will develop in-depth knowledge of methods, systems and procedures and develop practical understanding in their chosen discipline, although overall supervision from a more experienced professional is in place. They work collaboratively with customers, staff, partner organisations, agencies and/or contractors. There is a need to plan and prioritise work and training activities, and proactively apply what has been learnt in the workplace. They are given the opportunity to learn about a range of activities and procedures, developing capabilities through learning on the job and/or formal study.