



# STATE OF TENNESSEE

## DEPARTMENT OF PERSONNEL

### CLASS SPECIFICATION

Class Title: <b>PARK RANGER 1*</b>			Abbreviation: <b>PARK RANGR 1</b>
Class Code: <b>77611</b>	OCC Code: <b>7</b>	Analyst: <b>EX</b>	Effective Date: <b>March 1, 2006</b>

**SUMMARY:** Under immediate supervision, is responsible for park security and conservation work of routine difficulty; and performs related work as required.

**DISTINGUISHING FEATURES:** This is the entry-level class in the Park Ranger sub-series. An employee in this class learns to provide park resource law enforcement and protect park resources. This class differs from that of Park Ranger 2 in that an incumbent of the latter acts at the working level.

\*An applicant appointed to this flexibly staffed class will be reclassified to the next higher class in the series after successful completion of a mandatory two-year training period; inadequate or marginal performance during the training period will result in automatic demotion or termination.

#### EXAMPLES OF DUTIES AND RESPONSIBILITIES

1. Implements a park resource management plan in order to protect and control animal life, plant life, and other natural resources around the park; learns to protect cultural, historical, and natural park resources including monuments, fortifications, civil war relics, Indian burial grounds, ancient pottery, mills, and dams; identifies and interviews individuals knowledgeable of park resources; monitors land use zones and surveys park property including placement of park property boundary markers; conducts inspections and water quality tests to identify and monitor threats to park resources; conducts scientific studies and research in conjunction with other state agencies to determine dangers to and problems with park natural resources; requisitions necessary manpower and materials.
2. Learns to educate the public about a park's resources through park interpretive programs; identifies and inventories park fauna, flora, historic, prehistoric, and geologic features which can serve as subject matter for park interpretive programs; plans park interpretive programs including tours of the park, oral presentations, exhibits, and displays; determines target audience for interpretive programs and develops programs appropriate for the target audience; determines supplies and materials necessary to conduct interpretive programs; reviews local area history, park archives, and various databases to gather information for programs; promotes and markets park interpretive programs through press releases, posters, and media interviews; coordinates duties and functions of park staff and volunteers.
3. Learns to implement the Tennessee State Park Safety Program; coordinates all emergency management activities including inspection of first aid supplies and search and rescue equipment;



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physically searches designated area during search and rescue operations; conducts water safety and rescue drills with park lifeguards; learns CPR and other emergency medical care procedures necessary for accident response and search and rescue situations; identifies condition of individual in any accident and determines level of medical treatment required; follows up on emergency situations and individuals involved; conducts safety programs; investigates and documents accidents on park property; identifies potential emergency situations; writes an emergency management plan; maintains panic files for park.

4. Maintains security in Tennessee State Parks; identifies potential criminal and illicit activities and recommends methods of prevention; investigates any complaints and reported offenses; issues citations and arrests those who violate the law; learns to shoot, safely handle, and maintain a firearm for the protection of oneself and others in the park; employs defensive tactics, chemical weapons, restraints, and if necessary, deadly force; handcuffs suspects to prevent escape and prevent injury to self and others; confiscates suspects' weapons, contraband, or personal items to use as evidence; transports suspect to local law enforcement detention center; turns over suspects' personal items to local law enforcement agents; records any actions taken and maintains files of citations, reports, and court actions; testifies under oath in court about all evidence regarding a criminal investigation; presents evidence gathered in a criminal arrest or investigation to a court, judge, or jury.

5. Supervises park staff and seasonal employees; identifies park staffs' and seasonal employees' training needs; selects training method and establishes schedule for seasonal employees; interviews applicants for seasonal and full time positions discussing job responsibilities, required skills, state policies, and division philosophy and goals; discusses with staff proper procedures to follow when completing work activities; evaluates employees' work performance and discusses evaluation with employees; executes disciplinary action if necessary.

6. Oversees safety and maintenance of all park facilities including welcome centers, cabins, picnic sites, and recreational areas; inspects park facilities for safety, cleanliness, and maintenance needs; determines funding needs and sources of funding for upkeep of facilities and requisitions funds; solicits bids from contractors for building and maintenance projects; purchases supplies and materials; supervises contractors or in-house employees in completion of work projects; inspects project area upon completion of job to determine quality of work and safety of facility.

#### **MINIMUM QUALIFICATIONS:**

**Education and Experience:** Graduation from an accredited college or university with a bachelor's degree.



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**Necessary Special Qualifications: Applicants for this class must:**

- (1.) be willing to and able to qualify with, carry, and use assigned weapons
- (2.) be at least twenty-one (21) years of age on the date of application.
- (3.) be a citizen of the United States.
- (4.) have a good moral character, as determined by investigation.
- (5.) complete a criminal history disclosure form in a manner approved by the appointing authority.
- (6.) agree to release all records involving their criminal history to the appointing authority.
- (7.) supply a fingerprint sample in a manner prescribed by the TBI for a fingerprint based criminal history records check.
- (8.) have no conviction for a felony or have been discharged under any other than honorable conditions from any branch of the United States armed forces.
- (9.) pass a physical examination administered by a licensed physician that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (10.) pass a psychological evaluation administered by a licensed mental health professional that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (11.) possess a valid motor vehicle operator's license at the time of appointment.
- (12.) upon appointment, successfully complete a prescribed course of instruction at the Tennessee Law Enforcement Academy or have successfully completed the equivalent of the prescribed course.

During their careers, most rangers can expect to be assigned to several different parts of the state. While employee work location preference is considered, there is no guarantee that a ranger will remain stationed in only one area.

**EXAMINATION METHOD:** Education and Experience, 100%, for Career Service positions.