

**CITY OF TECUMSEH  
JOB DESCRIPTION**

**Park Ranger**

**Supervised by:** Parks and Recreation Director  
**Supervises:** N/A  
**Type:** Nonexempt  
**Updated:** April 2024  
**Pay:** starting \$15.00 per hour

**Position Summary:**

Perform general supervision, upkeep, and appearance throughout the park system. Not to exceed 25 hours per week or 15 non-consecutive weeks per year. Seasonal designation; hours required primarily afternoons, evenings, and weekends. To provide highly responsible assistance to the Parks and Recreation Director; perform related work as assigned.

**Essential Duties and Job Functions:**

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Work under the general supervision of the Parks and Recreation Director.
2. Excellent customer service; greets park visitors and provides information pertaining to park uses and safety requirements.
3. Interprets and enforces the parks rules & ordinances (with aid from Ordinance Enforcement Officer and Tecumseh Police Department) and monitors behaviors of park guests, volunteers, and staff.
4. Willingness and ability to enforce standards of cleanliness of parks and grounds.
5. Ability to check food truck permits and adherence to operational rules.
6. Work independently, safely, efficiently and organized.
7. Maintain equipment for safe operation and cleanliness.
8. Ability to drive a vehicle and have a valid driver's license.
9. Analytical ability, conceptual ability, logic and intuitive judgment must be applied on a daily basis.

10. Represent the City of Tecumseh and the Parks and Recreation Department while in the field with a high level of integrity and professionalism. Perform other duties as assigned.

**Required Knowledge, Skills, Physical Demands, Abilities and Minimum Qualifications:**

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

- Have a valid driver's license and able to operate a vehicle safely.
- Holds CPR/AED/First Aid – basic certification or willingness to obtain
- Ability to lift and carry items up to 40lbs in weight
- Endurance to stand for long periods of time and maneuver/traverse on uneven ground
- Ability to work safely in all weather conditions
- Ability to effectively communicate ideas and concepts orally and in writing.
- Ability to establish and maintain effective working relationships and use good judgment, initiative and resourcefulness when dealing with other employees, professional contacts, and the public.
- Ability to understand and follow oral and written instructions, problem-solve and work effectively under stress, within deadlines and changes in work priorities.
- Ability to exercise a high degree of diplomacy in contentious or confrontational situations.

**Physical Demands and Work Environment:**

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to communicate with others in person. The employee is frequently required to access various locations throughout the park system and city which also includes unpaved, uneven ground. The employee is required to get in and out of a vehicle repeatedly during their scheduled shift. This job requires the employee to work outside, in a wide variety of weather and requires long periods of time standing, walking, bending, and/or crouching. Lifting and moving items – sometimes heavy items – are also required.

**To Apply:**

Pick up an application at the AJ Smith Rec Center. Applications must be received by April 30.