

CHIEF PARK RANGER

GENERAL STATEMENT OF DUTIES: Administers and upholds all law enforcement, security, fire and rescue operations; manages and supervises Park Ranger Division; ensures safety and protection of park patrons and Commission property; Appointed by and works at the pleasure of the Parks and Recreation.

STATEMENT OF TASKS:

Supervises full-time and seasonal Park Rangers;
Directs training, scheduling, and other related supervisory functions;
Enforces Federal, State, local ordinances, and park rules and policies as adopted by the Genesee County Parks and Recreation Commission in accordance with Section 14 of Act No. 261 of the Public Acts of 1965, and consistent with the preservation of law and order;
Ensures safe conditions and prevents vandalism, fires, area misuse and other undesirable activities;
Prepares records and reports as required;
Certifies and approves payroll and other Ranger documents and reports;
Receives and responds to public complaints;
Prepares written policy and operations manuals and other informational documents, as needed;
Pursues and executes continued training and professional development of the Police Rangers;
Seeks new approaches that assist in the effective management of the Ranger Division;
Performs related duties as required.

The statement of tasks above is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all of the duties an employee assigned to this class may be required to perform.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge and demonstrated ability in law enforcement;
Ability to review and modify organizational structure, staffing, and personnel assignments to ensure departmental capability to carry out its responsibilities;
Knowledge of Labor relations with union and non-Union staff that includes criminal and internal investigations of police and civilian Parks staff. Having the ability to address these issues in a positive, professional, timely and impartial manner;
Knowledge in history of intergovernmental cooperation, interacting and collaborating with other law enforcement departments, governmental agencies including, local, State and Federal;
Knowledge and application of current best police practices and policies;
Knowledge of public relation techniques;
Knowledge of the principles, methods and techniques of employee supervision and management;
Knowledge of boat safety and operation and boating law enforcement;
Skills in financial management with knowledge of capital planning, organizational management with clear understanding of resource and budgetary limitations;
Ability to speak in public, prepare reports, write letters and perform general bookkeeping;
Ability to analyze situations accurately and take an effective course of action;
Ability to use firearms effectively and safely;

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES (Continued):

Ability to use first aid and rescue techniques;
Ability to operate fire equipment and knowledge of fire protection techniques;
Ability to make effective oral presentations;
Ability to maintain good interpersonal relationships;
Ability to be open, available, outgoing, positive and approachable to encourage accessibility and communication with Parks staff and the community;
Ability to anticipate police issues and trends;
Ability to attend work regularly and work under stressful conditions.

DESIRED QUALIFICATIONS:

United States citizen and;

Bachelor's degree in Police Science, Law Enforcement, Criminal Justice, Public Administration, or a closely related field with six (6) years full-time experience as a MCOLES licensed police officer and having obtaining the rank of Sergeant or greater. General detective experience preferred.

-OR-

Associate's degree in Police Science, Law Enforcement, Criminal Justice, Public Administration, or a closely related field with eight (8) years full-time experience as a MCOLES licensed police officer and having obtaining the rank of Sergeant or greater. General detective experience preferred.

-OR-

An equivalent combination of education, training with ten (10) years full-time experience as a MCOLES licensed police officer, sufficient to demonstrate the ability to perform the duties of Chief Ranger and having obtaining the rank of Lieutenant or greater. General detective experience preferred.

SPECIAL REQUIREMENTS:

Excellent professional police reputation, with a high level of honesty and integrity.
Valid driver license required with clean driving record.
No misdemeanors or felony convictions.
No history of domestic abuse or assaultive behavior.
No illegal drug use, no use of recreational or medical marijuana.
Certification by the Michigan Commission on Law Enforcement Standards Board (MCOLES) or ability to obtain such licensure prior to employment.
Attendance at all in-service training sessions and meetings as directed.
Wear prescribed uniform.
Work weekends, holidays and irregular hours, night shifts and to be on call.

Established: March 15, 1995
Revised: December 14, 1999
Revised: April 12, 2007
Revised: November 13, 2019



Human Resources Director