

# Role Description

## Ranger



<b>Cluster</b>	Climate Change, Energy, The Environment and Water
<b>Agency</b>	Department of Climate Change, Energy, the Environment and Water (DCCEEW)
<b>Division/Branch/Unit</b>	National Parks and Wildlife Service
<b>Location</b>	Various
<b>Role number</b>	Generic
<b>Classification/Grade/Band</b>	Ranger Grade 1/2
<b>ANZSCO Code</b>	234314
<b>PCAT Code</b>	1119192
<b>Date of Approval</b>	November 2022 (update Jan 2024)
<b>Agency Website</b>	<a href="http://www.dcceew.nsw.gov.au">www.dcceew.nsw.gov.au</a> & <a href="http://www.nationalparks.nsw.gov.au">www.nationalparks.nsw.gov.au</a>

*Ensuring a sustainable NSW through climate change and energy action, water management, environment and heritage conservation and protection.*

### Who we are

The NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) works to protect the state's environment and heritage. It leads the way on climate change, driving the sustainable transition to a net zero economy, powered by affordable, reliable, and clean energy.

NSW DCCEEW conserves and protects the state's natural environment. It manages the NSW national park estate, including its rich and diverse biodiversity and Aboriginal cultural heritage for future generations. DCCEEW also ensures sustainable management of water resources across the state, to support the environment, communities and industry.

We acknowledge the ongoing custodial responsibilities of the Aboriginal peoples of NSW to care for Country and water and are committed to establishing meaningful partnerships with Aboriginal peoples in the management of the environment.

### National Parks & Wildlife Service overview

National Parks & Wildlife Service (NPWS) is one of the world's oldest and most respected national parks agencies. We manage more than 890 national parks and reserves, covering over 7.6 million hectares or 9.5% of the landmass of NSW ranging from rainforests and towering eucalypt forests to rich woodlands, spectacular deserts and precious alpine systems. We deliver effective conservation for our biodiversity and cultural heritage and provide world class visitor experiences for the whole community to enjoy. We carry out fire management, threatened species conservation, land and infrastructure management, sustainable tourism and visitation, and research and education programs. We work together with Aboriginal communities to manage and protect our parks on behalf of the people of NSW.

## Primary purpose of the role

Provides effective management of natural, historic and Aboriginal heritage by undertaking, coordinating and supervising projects, environmental assessments, visitor and stakeholder liaison, and field based activities including bushfire management and law enforcement.

Contributes to ensuring E&H obligations and aims are met through the conservation of the natural and cultural heritage values of parks.

## Key accountabilities

- Assists in the management of agency estate through planning and implementing improvements and maintenance to facilities and provision of visitor recreational opportunities and by project managing: interagency initiatives, ecological restoration, threatened species recovery actions, wildlife management, weed control and feral animal control to protect and conserve the natural and cultural heritage.
- Implements agency policies and procedures and statutory requirements and responsibilities in regard to park use, fire management and wildlife licensing.
- Implements fire management programs and participates in wildfire response to protect public safety, property and park values, subject to training and certifications.
- Reviews and contributes to the development of plans of management and other environmental plans, undertakes environmental assessments and natural resource surveys and inventories and cultural and Aboriginal site management.
- Participates in visitor safety management and activities including search and rescue and event management and in incident management teams formed in response to wildfire and other emergency situations impacting park visitors and neighbours, wildlife or park values subject to training and certification.
- Implements law enforcement activities and programs within delegation and subject to training and certification.
- Contributes to the compilation of data for corporate datasets and interprets and applies spatial data to support planning and operations.
- May be required to operate a variety of equipment and vehicles in accordance with the Agency's safe working procedures and the Work Health and Safety Act.

## Key challenges

- Ability to deal with disparate community views and to effectively work with a diverse range of stakeholders and ensure plans and recommendations address Aboriginal Community concerns in terms of the Agency fulfilling its role in protecting and maintaining their heritage.
- Required to keep updated on internal and external natural, cultural and historic heritage conservation issues, policies and approaches.
- Is empowered under the National Parks and Wildlife Act to make decisions regarding field management issues and wildlife and plant licensing. Advice may be sought from other staff if law enforcement matters are unusual or have wider implications.

## Key relationships

Who	Why
<b>Internal</b>	
Supervisor	<ul style="list-style-type: none"><li>• Discuss issues, keep informed, advise and receive instructions.</li></ul>

Who	Why
Other internal staff	<ul style="list-style-type: none"> <li>• Correctly and sensitively apply policies, practices and procedures and educate internal stakeholders accordingly.</li> <li>• Seek advice from other staff if law enforcement matters are unusual or have wider implications.</li> <li>• Work with staff in other E&amp;H to deliver corporate priorities.</li> <li>• Coordinate staff to achieve project delivery and outcomes.</li> </ul>
Contractors/volunteers	<ul style="list-style-type: none"> <li>• Supervise volunteers or contractors / consultants on projects.</li> </ul>
External	
Community and key stakeholders	<ul style="list-style-type: none"> <li>• Provides an important community relations and education role, supporting and supervising volunteers, promoting awareness and understanding of all aspects of conservation through media press releases, liaison with park users, neighbours and other stakeholders.</li> <li>• Liaise with local Aboriginal communities on the protection and interpretation of Aboriginal sites and to seek their involvement in the decision-making.</li> <li>• Communicate with park visitors, park neighbours and community groups to provide information and advice regarding park use, Agency policies and procedures, and natural and cultural heritage resource matters.</li> <li>• Exercise delegated authority for law enforcement.</li> <li>• Participate in meetings at Department, inter-departmental and special interest group levels.</li> <li>• Promote awareness, understanding and appreciation of natural and cultural heritage conservation and the Agency's role through liaison with the community and key stakeholders.</li> </ul>
Approval or consent proponents	<ul style="list-style-type: none"> <li>• Liaise with organisations and individuals seeking approval to conduct an activity under the NPWS Act to ensure appropriate consideration of permissibility, safety and protection of Park values.</li> <li>• Appropriately respond to problem wildlife issues within Agency policies.</li> </ul>
Other Government agencies / departments	<ul style="list-style-type: none"> <li>• Liaise with other government departments such as the Roads and Maritime Services, NSW Police, Rural Fire Service, Local Land Services and Local Councils and contractors on joint projects or when they are undertaking works in the area.</li> </ul>

## Role dimensions

The Ranger needs to be a versatile professional officer that can work in teams and can deliver agency programs with minimal supervision. Operates with day-to-day independence, within the constraints of deadlines and emergency incidents and with the guidance of Corporate, Divisional, Branch and Area strategies and work programs.

The role involves a diverse range of work which contributes to the achievement of the purpose of the position and covers all levels and grades. The position is expected to progress through grade 1 (levels 1-6) and grade 2 on a competency basis. It is expected that work will be performed as required according to the skills and knowledge and grading of the incumbent. Work will be also performed as part of the gaining of specific competencies for a higher grade and to demonstrate maintenance of competencies from a lower

grade. This does not preclude work being performed which involves a higher level of skills and knowledge than the grading of the incumbent for the purpose of upgrade.

### Decision making

- Exercise delegated authority for law enforcement to appropriate level of knowledge, skills & experience as necessary to ensure appropriate use of Agency facilities & the protection of natural, historic and cultural resources.
- Make daily decisions regarding appropriate responses and competing priorities.
- Use judgement in deciding on issues that require escalation.

### Reporting line

The role reports to the Team Leader Rangers.

### Direct reports

Nil. However, may be required to supervise staff, volunteers or contractors/ consultants on projects.

### Budget/Expenditure

Nil

### Essential requirements

- A degree or equivalent relevant to the field operations of the Agency.
- Current Australian Class C Drivers licence or equivalent and ability to operate four-wheel-drive vehicles.
- Required to obtain certification at the appropriate level prior to undertaking firefighting/incident control duties.
- Willingness to fly in light aircraft and preparedness and ability to be involved in incident management duties including firefighting.

*This is a physically active role suited to candidates of all genders who are fit, enjoy working outdoors as part of a team, and are eager to learn and develop the skills and qualifications needed to contribute toward improving and maintaining some of NSW's most precious natural places. Applicants must meet the requirements of a specific medical assessment which is inclusive of a clearance to undertake the fitness test for firefighting fitness roles (i.e. moderate level Task-Based Assessment for Firefighters) within the 12-month probationary period, if relevant.*

*The role holder must obtain certification at the appropriate level prior to undertaking firefighting/incident control duties.*

### Capabilities for the role




The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.


The capabilities are separated into **focus capabilities** and **complementary capabilities**.

### Focus capabilities

*Focus capabilities* are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.











Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Personal Attributes</p>	<p><b>Act with Integrity</b> Be ethical and professional, and uphold and promote the public sector values</p>	<ul style="list-style-type: none"> <li>• Represent the organisation in an honest, ethical and professional way</li> <li>• Support a culture of integrity and professionalism</li> <li>• Understand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conduct</li> <li>• Recognise and report misconduct and illegal and inappropriate behaviour</li> <li>• Report and manage apparent conflicts of interest and encourage others to do so</li> </ul>	Intermediate
 <p>Relationships</p>	<p><b>Communicate Effectively</b> Communicate clearly, actively listen to others, and respond with understanding and respect</p>	<ul style="list-style-type: none"> <li>• Tailor communication to diverse audiences</li> <li>• Clearly explain complex concepts and arguments to individuals and groups</li> <li>• Create opportunities for others to be heard, listen attentively and encourage them to express their views</li> <li>• Share information across teams and units to enable informed decision making</li> <li>• Write fluently in plain English and in a range of styles and formats</li> <li>• Use contemporary communication channels to share information, engage and interact with diverse audiences</li> </ul>	Adept
 <p>Relationships</p>	<p><b>Influence and Negotiate</b> Gain consensus and commitment from others, and resolve issues and conflicts</p>	<ul style="list-style-type: none"> <li>• Use facts, knowledge and experience to support recommendations</li> <li>• Work towards positive and mutually satisfactory outcomes</li> <li>• Identify and resolve issues in discussion with other staff and stakeholders</li> <li>• Identify others' concerns and expectations</li> <li>• Respond constructively to conflict and disagreements and be open to compromise</li> <li>• Keep discussions focused on the key issues</li> </ul>	Intermediate

Capability group/sets	Capability name	Behavioural indicators	Level
	<b>Think and Solve Problems</b> Think, analyse and consider the broader context to develop practical solutions	<ul style="list-style-type: none"> <li>Identify the facts and type of data needed to understand a problem or explore an opportunity</li> <li>Research and analyse information to make recommendations based on relevant evidence</li> <li>Identify issues that may hinder the completion of tasks and find appropriate solutions</li> <li>Be willing to seek input from others and share own ideas to achieve best outcomes</li> <li>Generate ideas and identify ways to improve systems and processes to meet user needs</li> </ul>	Intermediate
	<b>Demonstrate Accountability</b> Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	<ul style="list-style-type: none"> <li>Be proactive in taking responsibility and being accountable for own actions</li> <li>Understand delegations and act within authority levels</li> <li>Identify and follow safe work practices, and be vigilant about own and others' application of these practices</li> <li>Be aware of risks and act on or escalate risks, as appropriate</li> <li>Use financial and other resources responsibly</li> </ul>	Intermediate
	<b>Project Management</b> Understand and apply effective planning, coordination and control methods	<ul style="list-style-type: none"> <li>Understand all components of the project management process, including the need to consider change management to realise business benefits</li> <li>Prepare clear project proposals and accurate estimates of required costs and resources</li> <li>Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements</li> <li>Identify and evaluate risks associated with the project and develop mitigation strategies</li> <li>Identify and consult stakeholders to inform the project strategy</li> <li>Communicate the project's objectives and its expected benefits</li> <li>Monitor the completion of project milestones against goals and take necessary action</li> <li>Evaluate progress and identify improvements to inform future projects</li> </ul>	Adept

## Complementary capabilities

*Complementary capabilities* are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
 Personal Attributes	Manage Self	Show drive and motivation, an ability to self-reflect and a commitment to learning	Adept
 Personal Attributes	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
 Relationships	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Intermediate
 Relationships	Work Collaboratively	Collaborate with others and value their contribution	Adept
 Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Adept
 Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
 Business Enablers	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
 Business Enablers	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate