POSITION DESCRIPTION

Position Title:	Ranger	**Position Code:**	6-RAN
Division:	Development and Environment	**Grade:**	E
Location:	Dubbo / Wellington	**Hours/Week:**	38
Reports to:	Team Leader Compliance		
No. Direct Reports:	Nil	**No. Indirect Reports**	Nil

Primary Purpose of Position
This position is responsible for the enforcement of animal control, pollution and health control matters. The Ranger is also responsible for providing public education in relation to these matters.

Key Accountabilities / Duties	
Key Result Area	Primary Activities
Administration / General Requirements	• Administrative duties and correspondence requirements in line with council policies and procedures. • Ensure professional presentation at all times.

Animal Control	• Enforcing animal control measures in regards to:
	  • Companion animal control
	  • Livestock control
	  • Feral pest control
	  • Poultry issues where no legislation dictates appropriate agency responsibility

Pollution Control	• Enforcing pollution control measures in regards to:
	  • Waste pollution and litter
	  • Water pollution
	  • Unhealthy land
	  • Air pollution complaints
	  • Noise pollution
	  • Sharps collection and disposal

Community Education	• Develop and implement a range of community education programs to improve compliance with legislation
Impounding	• Impound animals including animal care, facility cleaning and maintenance • Impound vehicles • Impound articles
Compliance / Legislation	• Enforcement of compliance and legislation including:

Key Accountabilities / Duties	
	• Vandalism • Activities without consent • Illegal activities • Attending legal proceedings
Emergency Services	• Assist relevant emergency services

Inherent Requirements of the Position
• Class C Drivers licence • Pre-employment Health Assessment • Traffic Control Tickets • Working with Children Check • Criminal Record Check • Hepatitis A & B, Q Fever and Tetanus Vaccinations • This position requires all Rangers to work on an on call rotating roster and are required to respond in a timely manner. • This position is required to work indoors and outside, in public and non-public areas as part of the role, thus a reasonable level of fitness and good manual handling technique are inherent requirements of the role • This position is required to wear an approved DRC uniform at all times • The position is provided with a DRC mobile phone which must be carried at all times. Personal calls are to be reimbursed regularly • A vehicle, to Councils specifications, may be provided for work purposes only

Selection Criteria
Essential
1. Certificate IV Local Government (Regulatory Services) or equivalent experience/qualifications 2. Demonstrated ability to handle companion animals and other animals 3. Well-developed computer literacy and administration skills 4. High level written and verbal communication skills including conflict resolution and report writing. 5. Demonstrated ability to work as part of a team 6. Demonstrated ability to interpret legislation and policy relevant to the position
Desirable
7. Demonstrated experience in a regulatory and compliance role 8. Authorised identifier and euthanasia qualifications.

Organisation Wide Accountabilities	

Corporate Values	**Creating Community for Today and Tomorrow**
	All employees have a responsibility to uphold the values of Dubbo Regional Council being:
	• **Progressive**
	  ○ Be Curious, Courageous And Committed
	• **Sustainable**
	  ○ Balanced Approach To Growth & Opportunity
	• **One Team**
	  ○ Working Together
	• **Integrity**
	  ○ Accountable For Our Actions

Work Health and Safety	All employees are responsible for the Work Health and Safety (WHS) for Dubbo Regional Council and their duties include: • Complying with Council's WHS policies and procedures • Working with due diligence and consideration to safeguard their own health and safety and the health and safety of others • Reporting any potential hazards, incidents or injuries to their Supervisor or People, Culture & Safety within 48 hours • Participating in any WHS consultation arrangements • Complying with any Return to Work Plan if injured and supporting rehabilitation in the workplace • Correctly using all personal protective equipment • Complying with emergency and evacuation procedures and site rules if applicable • The Chief Executive Officer, Directors (Officers), Managers and On-Site Supervisors have additional responsibilities as defined in the Dubbo Regional Council Work Health and Safety and Consultation Policy
Sustainability	Staff will give equal priority to improving and enhancing Council's economic, social and environmental outcomes by integrating sustainability into all decision making processes. This includes continuously increasing efficiencies, reducing resource use, sustainable procurement, maintaining service levels and protecting our natural assets. It is expected that all staff can demonstrate awareness and participation in sustainable work practices.
Code of Conduct and Equal Employment Opportunity	Staff will, at all times, adhere to: • Council's adopted Code of Conduct. • Council's Anti-Discrimination, Harassment and Equal Employment Opportunity Policy to foster a fair and equitable workplace free of illegal discrimination, harassment and bullying behaviour.

Acceptance:
I, _____ confirm I have read and understood the Position Description. As the incumbent of this position, I agree to work in accordance with the requirements of the position and will abide by Dubbo Regional Council's policies and procedures. I understand this Position Description is designed to guide the responsibilities and activities to be undertaken in this position and is not intended to be an exhaustive list. I acknowledge that the organisation, in response to changing priorities, may vary tasks and responsibilities from time to time.
Signature: Date: