



City of Phoenix

Park Ranger Supervisor

Job Code:	40120	Job Function:	Parks and Recreation
Salary Plan:	001	Grade:	046
FLSA:	Nonexempt	Labor Assign:	ASPTEA
Benefit Cat:	007	EEO-4:	Protective Service NonSworn
SOC:	19-1031.03	Last Revision:	December 2024

This description shall not be held to exclude other duties not specifically mentioned that are of similar kind or level of difficulty as the examples of typical functions of the classification. They are intended to describe the general nature and level of work being performed by individuals assigned to positions in this classification.

DEFINITION:

The fundamental reason this classification exists is to supervise staff involved in the recreation programming and preservation and maintenance of the natural habitat and facilities located at a desert mountain parks and flatland parks. The Park Ranger Supervisor ensures that the park area is adequately patrolled, that damage to park equipment and facilities are repaired, and that park rules, regulations, ordinances and statutes are obeyed. Work involves considerable public contact and requires tact and restraint. Assignments received are general and employees exercise initiative and judgment in accordance with accepted practices.

DISTINGUISHING FEATURES OF THE CLASS:

This classification reports to a Park Manager and work is subject to review through reports and observations of results accomplished. Broad program responsibilities, handling the more complex problems, and supervision of subordinates distinguish this class from the class of Park Ranger.

SUPERVISION RECEIVED/GIVEN:

Supervision is received from a Park Manager, or other supervisor.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only):

- Supervises employees engaged in the maintenance of grounds and facilities, refuse disposal, and the enforcement of parks rules and regulations and recreation programming
- Handles the most difficult situations involving citizen complaints
- Attends meetings, seminars, training sessions, and workshops
- Keeps work, time and material records
- Ensures safety conditions, equipment and procedures for assigned personnel
- Cites misdemeanor offense within the jurisdiction of the park
- Performs physical inventories



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REQUIRED KNOWLEDGE AND ABILITIES:

Knowledge of:

- Materials, methods, and techniques used in desert park maintenance
- Hazards and safety precautions applicable to desert park environment
- Rules, regulations, City ordinances and State statutes pertaining to municipal parks
- Native flora and fauna and Arizona history
- Advanced first aid
- Geography, geology, climate and natural history
- Supervisory methods and techniques

Ability to:

- Perform a broad range of supervisory responsibilities over others
- Communicate orally in the English language with customers, clients or the public using a telephone or face-to-face in a one-to-one or group setting
- Observe or monitor object to determine compliance with prescribed operating or safety standards
- Comprehend and make inferences from written materials
- Walk over rough, uneven, or rocky surfaces
- Use common hand tools, such as a hammer, saw, screwdriver or similar tool
- Work in a variety of weather conditions with exposure to the elements
- Learn job-related material primarily through oral instruction and observation
- Produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation and grammar
- Work cooperatively with other City employees and the public
- Work safely without presenting a direct threat to self or others

Additional Requirements:

- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for City business will be prohibited if the employee is not authorized to drive a City vehicle or if the employee does not have personal insurance coverage
- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment, or shift

ACCEPTABLE EXPERIENCE AND TRAINING:

Three years' experience as a park ranger and completion of advanced first aid training including CPR. Other combinations of experience and education that meet the minimum qualifications may be substituted.