

**Department of Human Resources**  
Carroll County Government  
225 North Center Street, Room 100  
Westminster, Maryland 21157  
410-386-2129



Currently accepting applications for:  
**Park Ranger**  
**Department of Recreation and Parks**  
An Equal Opportunity Employer

**Park Ranger PT – Department of Recreation and Parks/Piney Run Park**

\$19,500 annually (\$15.00 hourly), 25 hours per week, contractual position

Schedule varies and will include early mornings, evenings, holidays, and weekends.

**This position will remain open until filled.**

Piney Run Park is currently seeking a Park Ranger to perform a wide variety of duties providing park security presence, monitoring visitor activities, and performing custodial tasks in addition to other opening and closing duties.

The Park Ranger will be responsible for opening and closing the park, leading and directing the park assistants working in the boat house and gate house, ensuring the park and facilities are kept clean and looking presentable for park patrons, dealing with patron disputes in a professional manner, and conducting periodic patrols of the park grounds and lake to ensure these resources are enjoyed safely and within our park ordinance. The Park Ranger will also be the direct point of contact with our pavilion rental patrons and general park patrons to ensure that their visit to Piney Run Park is safe and enjoyable.

*See next page for the full job description*

**Qualifications:**

1. Must be 18 years of age or older
2. High school diploma or general education diploma (GED)
3. Experience working with the public, performing custodial or security work, preferable in a park environment\*
4. Valid driver's license
5. CPR, First Aid, Bloodborne Pathogen and AED training (or must obtain within 3 months of employment)
6. Boater Safety Certification (or must obtain within 2 months of employment)
7. Requires criminal background check as condition of employment

*\*A comparable amount of training and experience may be substituted for the minimum qualifications*

**Benefits of working for Carroll County Government:**

- ✓ 40 hours of paid time off

**How to apply:**

- Apply online: <https://careers.carrollcountymd.gov/openings/>
- Pick up an application in our office: 225 N. Center Street, Room 100, Westminster, MD 21157
- Call the Carroll County Job Hotline to request an application: 410-386-2020
- Applications must be submitted by 5:00 pm on the date the job closes
- Applications are **not** accepted by fax or email

Posted 05/17/2022  
(22-177)

## **PARK RANGER**

### **GENERAL RESPONSIBILITIES**

Performs a wide variety of duties providing park security presence, monitoring visitor activities, and performing custodial tasks in addition to other opening and closing duties. Ensures county park grounds and facilities are clean, sanitary, physically safe and orderly, in compliance with park rules and regulations.

**ESSENTIAL TASKS** include the following. Other duties may be assigned.

1. Communicate with the public on matters of park rules and regulations
2. Patrol and inspect assigned park areas to provide visible security for park users and park facilities
3. Open park, assess park grounds and shelters to determine if maintenance or clean up is needed prior to visitor use; perform clean up tasks to include trash pick-up and removal, bathroom and nature center cleaning and servicing
4. Secure parks at closing time by ensuring that all visitors have left, all buildings are secure and gates are locked
5. Conduct routine checks of facility conditions, lighting, cleanliness, and safety/emergency equipment
6. Assist with crowd control and parking at large park events and provide assistance to park patrons as needed
7. Provide park visitors with information pertaining to facility reservations, park events, and other activities
8. Assist with reservation conflicts, maintenance issues, safety issues, and facility rental concerns
9. Assist in the identification and resolution of park security issues
10. Report to work outside of normal work hours
11. Perform related duties as to specific assignments
12. Any employee may be identified as Essential Personnel during emergency situations
13. Provides service to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through and/or resolution
14. Communicate with managers, supervisors, co-workers, and others, maintains confidentiality; and represents the County

### **EDUCATION AND EXPERIENCE**

1. Must be 18 years of age or older
2. High school diploma or general education diploma (GED)
3. Experience working with the public, performing custodial or security work, preferably in a park environment\*

\* A comparable amount of training and experience may be substituted for the minimum qualifications.

### **KNOWLEDGE, SKILLS AND ABILITIES**

1. Apply effective communication and public relations skills
2. Uses elementary maintenance and repair skills
3. Apply park rules and regulations
4. Demonstrate independent judgement and apply conflict resolution skills

### **CERTIFICATES, LICENSES, REGISTRATIONS**

1. Valid driver's license
2. CPR, First Aid, Blood Borne Pathogen and AED training (or must obtain within 3 months of employment)
3. Boater Safety Certification (or must obtain within 2 months of employment)
4. Requires criminal background check as condition of employment