

## Role Description

| Role Details          |                                 |
|-----------------------|---------------------------------|
| Title                 | Ranger                          |
| Manager Title         | Supervisor                      |
| Directorate and Group | Operations, Regional Operations |
| Band                  | B                               |
| Date                  | November 2023                   |
| Approved By           | Director                        |

### Public Service

Ka mahitahi mātou o te ratonga tūmatanui hei painga mō ngā tāngata o Aotearoa

I āiane, ā, hei ngā rā ki tua hoki, he kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a Ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

### About DOC

The Department of Conservation *Te Papa Atawhai* (DOC) protects and sustains nature for current and future generations. Our purpose is to ensure that Papatūānuku thrives. We do this by:

- Protecting land, species, ecosystems, and cultural heritage for conservation purposes
- Managing threats and adverse impacts
- Being a voice for conservation
- Connecting people to nature

All New Zealanders have a role in keeping nature healthy. We partner with whānau, hapū and iwi and collaborate with commercial partners, NGOs, volunteers, and government agencies to improve conservation outcomes.

### Role purpose

The purpose of this role is to deliver biodiversity, community and heritage and visitors work as described in relevant work plans.

## Key working relationships

| Internal                         | External   |
|----------------------------------|--|
| Managers and staff in Operations | Whānau, hapū and iwi<br>Staff in local or regional agencies<br>Volunteers<br>Service providers and contractors<br>Local landowners<br>Local Partners (e.g. council, local businesses and community agencies) |

## General

Employees are required to respond to DOC's changing needs, performing other tasks as reasonably required.

DOC may make reasonable changes to the role in consultation with the role holder.

You are required to maintain a strict sense of personal ethics, maintain confidentiality and privacy, and abide by DOC's Code of Conduct.

## Accountabilities

| Accountability                             | This includes....  |
|--|--|
| Operational work                           | Carrying out planned work to high standard and on time<br>Contributing to the successful delivery of projects by either supporting others to do the work or by doing it<br>Assisting in the delivery of animal pest control operations and weed treatment tasks<br>Undertaking tasks for flora and fauna threatened species programmes<br>Co-ordinating the preparation, planting, and maintenance of restoration sites<br>Assisting and undertaking tasks for the heritage and visitor programmes<br>Providing day to day supervision of employees, volunteers, contractors as required |
| Build and maintain effective relationships | Engaging with local communities to ensure they see conservation as vital to their success and prosperity<br>Positively representing the Department and reinforcing growing conservation through working with others<br>Supporting community groups and volunteers to do great conservation work, including providing access to relevant conservation resources, methods, and tools<br>Working collaboratively with teams across DOC and contributing effectively to cross-functional teams   |

| Accountability               | This includes....   |
|------------------------------|---|
|                              | <p>Building and maintaining effective relationships with key individuals and groups from relevant sectors and organisations</p> <p>Representing DOC and coordinate cross-agency initiatives within area of responsibility</p>   |
| Work management and delivery | <p>Delivering on tasks as set out in work plans, performance expectations, and task assignments</p> <p>Identifying critical issues and risks and ensure they are constructively raised and addressed</p> <p>Managing knowledge and information to ensure it is secure, current, and appropriate access protocols are applied</p> <p>Contributing to a strong safety-first environment, ensuring there is a positive safety culture and consistent safety practice across all work sites</p> <p>Taking all practical steps to ensure your own safety and the safety of others in the workplace</p> |

## Capability

| Capabilities Required  |  |
|--|--|
| Specialist skills, knowledge, and qualifications                             | <p>A knowledge of conservation</p> <p>Experience in carpentry and facilities maintenance desirable</p> <p>Experience and/or qualifications in working with chainsaws, 4WD vehicles and a current first aid certificate</p> <p>Experience in monitoring and handling species desirable</p> <p>Knowledge of field delivery work</p> <p>A current Approved Handlers Certificate an advantage</p> <p>Experienced in the use of data loggers</p> <p>A full New Zealand Driver Licence</p> |
| Collaboration, relationship building, communication and interpersonal skills | <p>Interacts productively with a wide range of people</p> <p>Understands the needs of iwi, stakeholders, business, and community; ensures they are listened to; ensures understanding of the rationale for decisions /findings made</p> <p>Recognises importance of seeking and considering other perspectives</p> <p>Works effectively with peers to solve problems, gains trust easily and provides support</p> <p>Demonstrates and fosters collaboration across teams</p>         |
| Organisation contribution  | <p>Provides considered feedback and input to decision making</p> <p>Identifies and suggests opportunities to do things differently</p> <p>Proactively seeks to understand organisational or wider context of own role</p>  |

| Capabilities Required |  |
|-----------------------|--|
| Delivering results    | Plans and organises work to deliver on objectives<br>High personal and professional standards and accuracy   |
| Treaty Partnership    | Understands where the Māori Crown relationship is important to DOC<br>Able to use day-to-day te reo and tikanga at work, e.g. waiata and pepeha<br>Knows to seek advice or support when required |

You are required to comply with the standard operating requirements of DOC, i.e., you must comply with the financial, health and safety, legal, people and other delegations set out in Standard Operating Procedures, policies, and instructions (refer to the Intranet for further information).