
Recruitment information

Job description and person specification

Your title	Countryside Ranger – Oak Processionary Moth
DBS check	This post does not require a DBS check
Post number	CS 211
Your team	Cultural, Leisure and Environment Services
You would be based	Green Spaces in the Borough of Elmbridge
Your line manager	Countryside Officer

About the role

You will be working as part of a team to assist with monitoring and management the Oak Processionary moth issue across the Green Spaces estate.

The main purpose of the role:

To undertake site inspections to monitor and manage the Oak Processionary Moth within Elmbridge owned land.

OPM can cause health problems in people and animals namely skin rashes and eye irritations, as well as sore throats and breathing difficulties. OPM can affect people's ability to enjoy their property when located nearby effected trees due to the drift carrying the hairs. In hot summers this is a particular issue. Further information can be found on <https://opmhub.fera.co.uk/> .

Specific duties and responsibilities

To monitor the Oak Processionary Moth (OPM) inbox and investigate and respond to queries. (Jan – August 2023 - 808 emails)

To carry out site inspection of reported issues on EBC owned land

To monitor locations for reoccurrence of OPM from historic reports

Record issues and works for OPM

Work with Tree Risk Officer to update Councils GIS mapping system for OPM layer

Work with extended Green Spaces team to ensure exclusion zones around oak trees

Work with Countryside Officer to order and issue works within the OPM budget

Work with contractors to deliver essential works and monitor completed works via inspection, and review suitable works

Assist with planning for longer term issues

What's missing?

Any other issues that will arise, and we hope and expect that you will understand that and take on-board other tasks from time-to-time, in keeping with your role of course.

Your conduct

We expect the highest standards of conduct from our employees and at all time you must carry out your duties with integrity and in accordance with the Code of Conduct for employees.

Equal opportunities

We have a strong commitment to achieving equality of opportunity and expect all employees to implement and promote our policy in their own work.

Health and safety

We are committed to a healthy and safe working environment and expect all employees to implement and promote its policy in all aspects of their work.

Personal and sensitive data

You will have regard for the duty of care owed to personal data and sensitive personal data and any other confidential or sensitive information which you access in the course of your employment ensuring adherence to the Data Protection Act and the Council's Information Security Policy and related guidance.

Talent development

We have a talent development programme that includes regular one-to-ones, mid-year reviews, end of year performance reviews and a strong and varied learning and development programme.

You will be expected to get involved in this talent programme to ensure you are performing at the highest level.

Confidentiality

We are committed to maintaining privacy of all staff and customers. We expect all staff to handle all individuals' personal information in a sensitive and professional manner. All staff are under an obligation not to gain access or attempt to gain access to information they are not authorised to have.

Person specification

Please read the details on this form carefully before you complete your Application Form. This form lists the essential requirements needed in order to do the job.

Your written application will be considered in relation to the essential knowledge, skills, abilities, education and experience required for the job and candidates will therefore be selected for interview on this basis.

Elmbridge Borough Council is committed to providing the best possible services and ensuring they are accessible to all who need them irrespective of race, colour, ethnic or national origin, religious or political belief, Trade Union activity, age, disability, being male or female, married or unmarried, sexuality.

What you need to tell us on your application form:

- You will need to tell us throughout your application form and at interview how you can contribute to providing good quality services for all.
- For each of the requirements listed overleaf, you will need to explain how your skills, abilities, knowledge, education and experience make you suitable for this post.
- These may have been gained through previous employment, voluntary/community work, spare time activities, home responsibilities, training or languages spoken.
- You should also include anything else relevant to the job which you think we should know about.

We regret that we can only consider applicants who are already eligible to work in the United Kingdom.

Insert title Countryside Ranger –
Oak Processionary Moth
Team: Cultural, Leisure Environment
Salary: S3 - S4 £25,309 - £29,390
(Pro rata) 6 month fixed term

Post no: CS 211
Hours: 36
Car allowance C4

Qualifications and education

No.	Key requirements	Desirable/ Essential	To be tested by: Application1 (A) Test (T) Interview (I)
1.	Relevant qualification to a minimum standard of National Diploma or equivalent work experience (paid or voluntary) relevant to the post.	D	A

Experience

No.	Key requirements	Desirable/ Essential	To be tested by: Application1 (A) Test (T) Interview (I)
2.	A willingness to carry out site visits around Elmbridge	E	A, I
3.	Ability to work both individually and part of a team	E	A, I
4.	Effective verbal/written communication skills and the ability to maintain accurate records	E	A, T, I
5.	The ability to deal with the public and external organisations in person and on the telephone in a professional and sensitive manner	E	A, I
6.	Demonstrate track record of working experience in health and safety legislation, guidelines, codes of practice	D	A, I
7.	Familiar with IT packages such as Excel and Mapping System	D	A, T, I

Knowledge, skills and abilities

No.	Key requirements	Desirable/ Essential	To be tested by: Application1 (A) Test (T) Interview (I)
7.	A willingness to attend training courses in accordance with the needs of the service	D	A, I
8.	Reliable and punctual with high personal standards	E	A, I
9.	Ability to be well presented	E	A, I

Special requirements

No.	Key requirements	Desirable/ Essential	To be tested by: Application1 (A) Test (T) Interview (I)
10.	Full driving licence and access to vehicle	E	A
11.	Flexible work arrangements within 36 hour week	E	A, I
12.	Prepared to work outside in all types of weather (protective clothing provided)	E	A, I