

PARK SERVICES ENFORCEMENT OFFICER

DEFINITION:

Under general supervision, this non-sworn position patrols and monitors parks to enforce City rules, regulations, codes and ordinances and resolves disputes or conflicts among park patrons.

ESSENTIAL JOB FUNCTIONS:

The tasks listed are essential for this position and may include, but are not limited to the following: Patrols city parks and other facilities by foot, vehicle and bicycle enforcing rules and regulations, City codes and ordinances and issues citations as warranted; maintains peace and order by taking action ranging from warning and counseling individuals to ejecting or detaining for arrest individuals whose actions endanger persons and/or property; assists local law enforcement officers when necessary; notifies Police and Fire Departments in the event of an emergency or hazardous situation, and supports them using CPR or first aid; picks up, reviews, and monitors field use permits, ensuring users are in compliance with stated use; turns field lights on and off at appropriate times; provides assistance with security, crowd and traffic flow for various City programs, functions and events; identifies, bags and tags unattended property in City parks; stores property in City storage containers; releases property to the public when it has been properly identified; provides information to the public; attends staff meetings; during certain times of the year, may be required to deal with other types of municipal code violations; performs other duties as assigned. Required to work evenings, shifts, holidays and weekends.

QUALIFICATIONS:

Training and Experience: Graduation from high school or equivalent supplemented by coursework in Administration of Justice or security procedures and one year of related work experience involving heavy public contact.

Licenses and Certificates: Possession of a valid Class "C" driver license. A standard first aid certificate and CPR certificate must be obtained within six months of employment. Employees will be required to attend PC 832 training (56 hour training) within six months of employment.

Knowledge, Skills, and Abilities: Knowledge of: general security practices, radio procedures, resource and referral information, city rules, regulations, codes and ordinances as they related to park usage; Ability to: learn relevant municipal and penal codes and park rules and regulations; operate City vehicles; communicate effectively with a wide variety of the public including tourists, violators and park patrons, as well as City staff; provide effective customer service; establish and maintain cooperative and conditions; gain cooperation through discussion and persuasion; maintain records and prepare reports. Skill in: working with various segments of the population in difficult situations; discerning potentially dangerous situations; analyzing, defusing and resolving problem situations; applying common sense and logic in decision making; reading, writing and communicating in English at an appropriate level, operating motor vehicles.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

While performing the essential functions of this job, the employee may frequently drive to specific locations; works outdoors and may be exposed to variable weather conditions. The employee is frequently required to walk, stand, stoop, kneel and use arms, legs, and back to occasionally lift and/or move up to 35 pounds. Will use arms to reach and carry, and use hands to operate, finger, handle objects and controls. Vision abilities required by this job include close vision, depth perception, night vision, and the ability to adjust focus. Must be able to accurately perceive sound. Noise levels are moderately loud when outdoors.