



City of Kansas City, Missouri Job Class Specification

Job Title: PARK RANGER

Department: PARKS AND
RECREATION

Job Code: 3400

Status: NONEXEMPT

Grade: NE5

Summary

Assist the Parks and Recreation Department in the security, control, management and protection of all Kansas City, Missouri parks, park property, boulevards and roadways within the parks, community centers and all wildlife and natural/cultural resources of the park.

Duties and Responsibilities

- Assures the convenience and safety of all persons using the Kansas City, Missouri parks as permitted by the city ordinance.
- Patrols Park areas in radio-equipped vehicles, on foot, on bicycle and on all-terrain vehicles (ATV) assisting park visitors and protecting park resources. Checks Park visitors for appropriate passes and permits. Locks and unlocks gates at specified opening and closing times. Closes hazardous roads and barricades during dangerous conditions.
- Educates the public regarding park rules and regulations, proper use of park facilities and park natural resources. Removes persons violating any law, or the rules and regulations of the director of parks and recreation, or in any other way endangering the safety or property of others.
- Issues General Ordinance Summons (GOS) and Uniform Traffic Tickets (UTT) when required.
- Records incident reports and other reports as required to document incidents, damages, theft, accidents, patrol activities and any additional incidents that negate a written report.
- Directs and regulates traffic by directing visitors, overseeing public use facilities and areas, and enforcing parking regulations. Removes motor vehicles or trailers parked in violation of any city ordinance or requires the driver or other person in charge of the vehicle to do so. Provides traffic control and crowd control services.
- Provides support to other divisions and law enforcement agencies as required.
- Requests assistance from other law enforcement agencies, fire departments and emergency medical agencies, tow companies, etc. Obtains needed medical, rescue or other emergency assistance in the event of emergencies involving illness or injury, or danger to life. Assists with searches for possible drowning victims.
- Reports all safety, health, or environmental hazards to the Park Ranger Supervisor.
- Performs other duties as assigned.

Technical Skills

Demonstrate knowledge of:

Parks, grounds and buildings patrolled and the rules and regulations governing admissions to and departure from the areas. React quickly and calmly to emergencies, recognize unsafe or hazardous conditions relating to park and crowd control.

Understand applicable state laws and city ordinances. Understand operating procedures including emergency plans and inter-agency coordination.

Ability to:

React quickly and calmly in emergency situations. Understand and carry out relatively complex oral and written instructions. Maintain satisfactory relationships with administrative officials, other employees, law enforcement officials and the General Public.

Skill in:

The care and use of firearms.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand, walk and sit for long periods of time. The employee may be required to hike, or climb, to reach some remote areas. The employee must occasionally lift and/or move up to 30 pounds.

Education and Experience

High School graduation or GED equivalency and two (2) years of armed security experience, or prior law enforcement experience, or any military veteran with an honorable discharge.

**Certificates/
Licenses/Special
Requirement**

Must be eligible to obtain a Class A private officer's commission as issued by the KCMO Police Department.

Must be at least 21 years of age and be eligible to obtain and maintain a Class A private officer security license as issued by the Kansas City Police Department (must obtain within 6 months)

- Must pass a background check as prescribed by the City.
- Will be required to pass a preemployment drug screen and psychiatric evaluation.
- Must pass a physical examination as prescribed by the City.
- Must possess a valid state-issued driver's license in accordance with City of KCMO policies.

**Supervisory
Responsibility**

Non-residents, if appointed, must reside in the City limits of Kansas City Missouri within 9 months from the date of appointment.

None.

**Supervision
Received**

Work is performed under supervision.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created

12/22

Revised

01/24, 08/24, 01/25