



Park Ranger Candidate Pack



DARTFORD
BOROUGH COUNCIL

About the role



Park Ranger

Directorate – Housing and Public Protection

Department – Waste, Public Realm & Enforcement Services

Grade – D

Salary – £27,969 PA increasing to £30,341 PA following 12 months satisfactory performance (+10% unsociable hours allowance when applicable)

Hours – 25 hours per week. Flexi-time Available.

About the role

Are you up for a challenge? We are looking for an enthusiastic, motivated individual to work as part of the Dartford Borough Council Park Ranger Team within the highly respected, busy multi-functional Council Waste, Public Realm & Enforcement Services section.

This is a uniformed role, working as part of a small team. Your focus will be on the Dartford Parks, other children's playgrounds and open spaces and patrolling the Buccaneer Bay playground in Central Park, to a rota with other Park Rangers / Officers.

This post is considered by DBC to be a customer-facing position. The Council therefore has a statutory duty under Part 7 of the Immigration Act (2016) to ensure that post holders have a command of spoken English sufficient for the effective performance of the job requirements.

Skills, Knowledge and Experience:

- You will provide guardianship, security, reassurance and assistance to the public and be the eyes and ears of the Council and Police partners providing a friendly public face for the public.
- You will enforce byelaws and other relevant legislation including the issuing of Fixed Penalty Notices for offending behaviour such as dog fouling, littering, fly tipping, fly grazing and behaviour contained within the town's Public Spaces Protection Order (PSPO).
- You will be required to assist in dealing with unauthorised encampments, the use of surveillance cameras and public events that occur throughout the year within the Borough's parks and open spaces.
- This is a physically active role which involves patrolling parks and open spaces on foot, the moving and siting of various items of heavy equipment.
- You will provide a reassuring presence and assistance to park users, prevent and deter anti-social behaviour.

Occasional evening and Bank Holiday working will be required, for which an allowance is paid. Patrolling is both on foot and with use of 4x4 vehicles to move between sites as necessary. You may be required to attend at Court if and when required. You will work with other agencies such as Kent Police and the Environment Agency and you will also be involved, on occasions, with the work of other Council officers who deal with parks and open spaces, enforcement, events, licencing, town centre management and will also assist other Enforcement Officers as directed.

You should hold a full driving licence. Previous experience of working in a law enforcement, security, community support or similar role is desirable.



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Disability Confident Employer

DBC is Disability Confident Employer and welcomes applications from candidates with a disability.

We operate a Guaranteed Interview to any candidate with a disability who meets the minimum criteria for the role. If you have a disability and are applying for a particular role, please ensure that you indicate this on your application form, and advise us of any reasonable adjustments which you may require.

A disability under the Equality Act 2010 is defined as a physical or mental impairment which has a substantial and long term adverse effect on your ability to carry out normal day to day activities.

Care Leavers

We will offer an interview to care leavers who meet the minimum criteria for the post. If you are a care leaver, you must inform us of your care leaver status at the time of your application.

Armed Forces

As part of the Council's commitment to the Armed Forces Covenant and to ensure that ex-armed forces personnel are not disadvantaged as a result of their service, veterans of the armed forces and/or their spouses/civil partners, applying for a job at the Council will be guaranteed the offer of an interview, provided that:

- They or their spouse/civil partner are currently serving in the armed forces and are within 12 weeks of their discharge date
- They or their spouse/civil partner were in long-term employment with the armed forces within the last five years
- They meet the essential criteria for the advertised role
- They confirm that they wish any application for a post at the Council to be considered under the guaranteed interview scheme.

How to apply

Please apply via:

<https://www.dartford.gov.uk/by-category/jobs-and-careers/job-vacancies-at-the-council>

Do not send your CV – only fully completed application forms via the link above will be accepted

We reserve the right to close this vacancy before the advertised closing date. Please apply early to avoid disappointment.

Shortlisted?

Shortlisting and selection will be based on the job profile and experience required. You will need to address these requirements in your application drawing on any experience you have gained at work or in a voluntary capacity. You should give examples of how you meet the criteria outlined in the job profile and the Council's Core Behaviours. If you are unable to explain how you meet the requirements of the role, we may not be able to shortlist you.

Closing date:

23:59 19th December 2025

Interview date:

Week Commencing 5th January 2026



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About the Council



Why Dartford

'Dartford is a place of quality, choice and safety. A place where great communities, concern for the environment and a successful economy support people who want to live, work and enjoy leisure time.'

Dartford Borough Council is one of the most exciting places to work in the region. Not only are we working on some special projects to improve life in the borough but we also have one of the most accessible offices in the country.

Our Commitment to Equality and Diversity

Dartford Borough Council is committed to equal opportunities policies and action to ensure that the best candidates for any post are appointed irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation. We operate a name-blind recruitment process and remove candidates' personal information to ensure that people will be shortlisted for interview on merit.

Our aim is to remove barriers to employment, promotion and development so that all employees have equal access to these on the basis of ability and the requirements of the job.

We are committed to challenging inequality, discrimination and disadvantage and to achieving the highest standard of employment practice. Equality of opportunity for all sections of the community and workforce is an integral part of this commitment, and we welcome applications from all sectors of the community.

The Council has signed up to the Disability Confident Scheme. Through Disability Confident, we are working to ensure that disabled people and those with long term health conditions have the opportunities to fulfil their potential and realise their aspirations. We are committed to interviewing all disabled candidates who meet the minimum criteria for the role. In addition the Council will where possible make reasonable adjustments to ensure the interview process is accessible to disabled candidates.



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Getting to us

Civic Centre
Home Gardens
Dartford
Kent DA1 1DR

By car...

The Civic Centre can be accessed via A206 to the north, A282/M25/M20 to the east and the A2 to the south. The A226 Dartford Road links Bexley to Dartford Town Centre. The Council offers free car parking for staff.

By train...

Dartford Civic Centre is situated opposite Dartford station. Dartford is part of the TfL Oystercard area and there are regular and frequent services from Central London (Charing Cross, Victoria and London Bridge). In the opposite direction there are regular services to Gravesend and the Medway Towns with connections to Canterbury and the Kent Coast.

By bus...

Good bus services serve Dartford town centre, including TfL buses, and the Fastrack rapid transit system. Bus stops in Home Gardens, two minutes walk to the Civic Centre, are served by:

- TfL bus routes 96, 428 and 492
- Fastrack bus routes A, B & C
- Arriva Sapphire bus services routes 480 & 490 between Dartford Town Centre and Gravesend.

By bike...

Dartford Town Centre lies on strategic cycle routes. View the routes on the Explore Dartford Maps:

https://explorekent.org/wp-content/uploads/2020/06/EK-DARTFORD_PRINT.pdf

[Link to map and more info](#)

Dartford Borough Council Civic Centre



Core Behaviours

Values are a key component of a healthy workplace culture because they clarify how the Council and its staff should behave and help to ensure that everybody is working towards the same goals. They provide the framework within which employees can test decisions, accomplish tasks, and interact with others.

The Council's core behaviours reflect the special qualities that attract, engage and retain the talent that we want; and will be used to shape our culture by influencing the work we do, and how we do it. These behaviours focus the way we expect employees to approach daily business practices, conduct communications and interact with one another.

The Council has five core behaviours that guide the way we think and act as an organisation, and each member of staff is responsible for incorporating them into their day to day roles.



Core Behaviours

Communication

Demonstrated by:

- Actively listening to customers and colleagues and asking questions to provide clarity
- Seeking to understand customer and colleague needs and proactively looking for ways to exceed expectations
- Being clear, concise and courteous
- Providing regular and timely feedback
- Leaving a positive impression of the Council

Respect

Demonstrated by:

- Creating trusted relationships with customers, colleagues and communities to achieve mutual goals
- Treating customers and colleagues with respect and dignity and valuing others as individuals
- Learning from others and valuing differences
- Being thoughtful, tactful and considerate
- Acting with integrity, loyalty and trust

Accountability

Demonstrated by:

- Taking the initiative and ownership of our decision, actions, performance and behaviour
- Learning from our mistakes and seeking out opportunities to improve
- Delivering on promises to customers and colleagues
- Being proud of what we do

Adaptability/Flexibility

Demonstrated by:

- Displaying a 'can do' attitude and being innovative
- Embracing change
- Getting out of our comfort zones and creating our own opportunities
- Looking for the positive in every situation
- Challenging negativity and bad behaviour

Collaboration

Demonstrated by:

- Sharing ideas and challenges with our colleagues and actively seek out their opinion
- Working together beyond departmental boundaries to achieve superior results
- Ensuring everyone has an equal opportunity to share and contribute ideas
- Being part of the solution



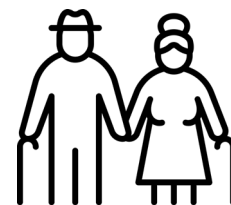
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Total Reward Package

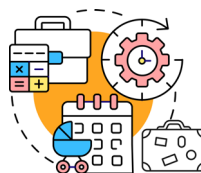
Pension

We are part of the Local Government Pension Scheme (LGPS). There is a 50/50 section which enables a member to pay half rate contributions for half the benefits. The LGPS is a career averaged revalued scheme (CARE), which means your benefits are based on your salary for each year you are in the scheme. Your contribution rate, based on your salary, is 5.8%



Holiday Entitlement

You will be given a generous holiday entitlement of 162.8 hours (equivalent to 22 days) plus a further 37 hours (equivalent of 5 days) after 5 years of service and a bank holiday entitlement per annum. These amounts are pro-rated for part-time hours.



Car Parking

Free car parking for work



Private Medical Insurance

Subsidised private medical insurance for employees on Grade H and above on application



Shared Cost AVC's

LGPS members have access to our Shared Cost Additional Voluntary Contribution (Shared Cost AVC) scheme, which offers you a cost-efficient way to invest in your financial future.



Professional Membership Fees

The cost of one membership a year to a professional organisation that you require for your job



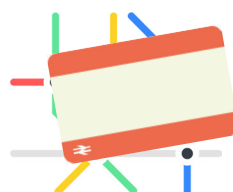
Car Loan

A loan to assist you with buying a car, subject to certain criteria being met



Season Ticket Loan

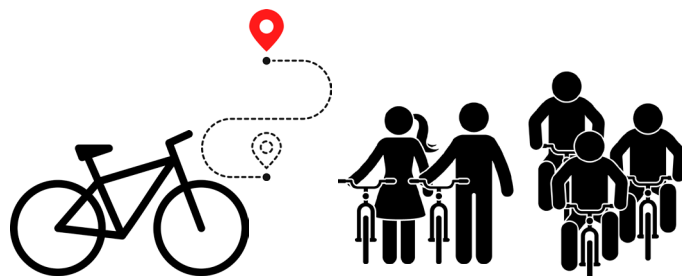
An interest free loan to assist with the purchase of a season ticket to travel to and from work



Total Reward Package

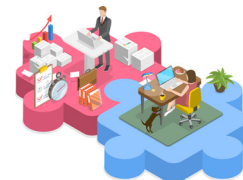
Cycle to Work

A salary sacrifice arrangement which allows employees to purchase a bicycle for travel to work. The scheme allows the cost to be spread over a monthly deductions and also reduces the employee's tax and national insurance costs.



Hybrid Working

A Hybrid Working Policy which allows you to work part of your week remotely (depending on role and in agreement with your line manager)



Flexi-Time Working

A flexi-time working scheme (in agreement with your line manager)



Wellbeing

We have achieved the national Workplace Wellbeing Charter accreditation demonstrating our commitment to proactively championing a health workplace culture.



Employee Assistance Programme

Access to a free and confidential Employee Assistance Programme which offers support for a wide range of issues including telephone and face to face counselling



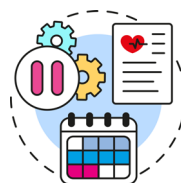
Occupational Healthcare

An occupational health service to support employees in the management of health issues.



Occupational Sickness Pay

Generous sick pay based on length of service



Total Reward Package

Flu Vaccinations

Free flu vaccinations on an annual basis



Eye Care

Assistance with the cost of an eye test and glasses or contact lenses for working with computer screens



Fairfield Leisure Centre Discount

20% discount on Premium Membership



Employee Benefits Portal

A host of benefits, deals and offers via our online benefits portal including, but not limited to, shopping, travel and activities



Family Friendly Policies

An enhanced package of Maternity, Adoption, Paternity, Parental, Shared Parental and Parental Bereavement Leave



Compassionate Leave

Up to 10 days paid leave following the death of a close relative



Cadet and Reserve Armed Forces Leave

Up to 10 days paid leave per year to take part in duties or training.



Public Duty Leave

Additional leave for members of certain public bodies to undertake duties



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Job Profile

Job Title: Park Ranger

Grade: D

Reporting to: Senior Park Ranger

Responsible for: N/A

Experience:

Working in a law enforcement or similar role with supervisory experience.

Specialist Knowledge:

A knowledge of the Police and Criminal Evidence Act 1984 and Clean Neighbourhood & Environment Act 2005 an advantage.

Qualifications:

N/A

Special Circumstances:

This is a uniformed role working to a shift rota that involves evening and some weekend and Bank Holiday working (for which a shift allowance is paid).

- Must have a current full driving licence.
- Will be required to tow trailers on occasion.
- Attendance at Court where necessary.
- This role requires a Basic DBS Check.



Key Activities:

This is a uniformed role and your main focus will be on Dartford's Parks, children's playgrounds and open spaces. You will provide guardianship, security, reassurance and assistance to the public and be the eyes and ears of the Council and Police Partners. You will enforce bye laws and other relevant legislation including the issuing of Fixed Penalty Notices for offending behaviour such as dog fouling, littering, fly tipping, fly grazing and behaviour contained within the town's Public Spaces Protection Order (PSPO). You will be required to assist in dealing with unauthorised encampments, the use of surveillance cameras and public events that occur throughout the year and will also the Community Safety Unit is a co- located office with Kent Police and you will also be involved, on occasions, with the work of other officers who deal with environmental enforcement, parking services, licencing and community Safety as directed.

Duties will include:

- **First responders to spontaneous incidents:** You will be required to respond to spontaneous incidents within the Borough, Incidents may include Unauthorised Encampments on any land within the Borough, reports of 'Fly Grazing', 'fly tipping' offences, fires on the Heath or other DBC open spaces, reports of homeless individuals (living in tents, welfare checks and safeguarding), ASB incidents within Central Park and any open spaces, reports of missing / vulnerable persons in support of Kent Police or local authority, support for the DBC Countryside Rangers (unauthorised vehicles on the Heath, ASB etc.), respond to any damage to property within the parks and open spaces, including graffiti, alarm activations, boarding up and replacing locks and padlocks on behalf of the Parks Manager and Property services.
- **Traffic Management:** You will be Lantra trained to level TS1 & TS2 and qualified to manage traffic and legally close roads for any DBC authorised event, requiring a road closure and appropriate signage placement within the borough.
- **Environmental Enforcement:** You will work closely alongside Environmental Enforcement officers, attending reported 'fly tips' to search through the waste and obtain any physical evidence. You will liaise with Waste Management to remove 'fly tips' when required including identifying hazardous materials. You will deploy and maintain enforcement cameras throughout the Borough and on occasions reviewing footage.
- **Service Provision including aid and support for vulnerable residents:** You will be deployed to provide support and aid to vulnerable residents in times of crisis and includes delivering food, medication and any other materials to individuals and associated agencies including food banks, charities and organisations and take charge of bulk deliveries and convey to wherever required within the Borough
- **Countryside Ranger Support on Dartford Heath and other open spaces:** You will work with DBC Countryside Rangers on Dartford Heath and other open green spaces. This includes responding to any ASB issues, attending fires on the Heath and liaising with KFRS. Assisting with volunteers on the Heath to clear vegetation, control burn sites, litter pick, clear paths and clean rivers. Carry out visibility and disruption foot patrol of Dartford Heath.
- **Events:** You will deal with spontaneous and pre-planned events, assist the events team with events throughout the year, set up and take down anything that is required for the varied events and on occasions provide security at the locations in the absence of SIA qualified Officers.
- **Traveller Incursions, removals and other related incidents:** You may be the first response to any Traveller Incursion / Unauthorised Encampment within the Borough, attend at the reported location and seek to prevent further occupation of DBC owned land. You will liaise with the 'travellers / persons' on site and establish their actions and time frames and request they leave the site before legal action is started. You will conduct daily checks including initial site visits and welfare questionnaires, serve legal papers and conduct removal when required.
- **Working alongside Kent Police/Town Centre Wardens and Communications:** You will work closely with and alongside the Kent Police Town Centre Team, PCSO's, Kingdom / LAS, Market Officers, Town Wardens and Security Officers. You will monitor and respond / assist to any activity on DTAC ranging from ASB reports to vulnerable individuals and incidents and attend the monthly DTAC meeting supporting the CST and partner agencies. You will assist the Communications team with local information updating all noticeboards within the town centre and Central Park
- **Open Spaces:** You will provide guardianship, security, reassurance and assistance to the public, enforce the bye laws and enforcement legislation including the issuing of FPN's for offending behaviour such as dog fouling, littering and nuisance behaviour contained within the Public Spaces Protection Order. You will patrol DBC open spaces by vehicle and on foot. And within Buccaneer Bay you will provide a visible presence, guardianship, security, reassurance and assistance to the public and as and when required, patrol in the Buccaneer Bay playground to a rota with other Enforcement Officers



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