



JOB TITLE:	Park Ranger - FT	PAY GRADE:	\$18.42-\$23.39
DEPARTMENT:	Public Works	POSITION CODE:	
REPORTS TO:	Park Ranger Manager	UNION STATUS:	PEU
FLSA STATUS:	Non-exempt	DIRECTOR/ASST:	No

JOB SUMMARY:

Serves as the public face of the park system for the City of Lake Worth Beach (COLWB). Work involves ensuring safety, enforcing park rules and ordinances, assisting visitors, maintaining park facilities, and preserving natural resources within the parks. Provides customer service to park users, responds to various emergencies or issues that arise, and maintains facilities and grounds to ensure they are safe, clean, and inviting.

Work is performed under close supervision with minimal latitude in the use of initiative and independent judgment.

ESSENTIAL FUNCTIONS:

Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is illustrative only and is not a comprehensive listing of all functions and tasks performed by incumbents of this class. Specific duties and responsibilities may vary depending on department or program needs without changing the general nature and scope of the job or level of responsibility. Employees may also perform related work as required.

- Patrols park grounds and recreational areas to ensure visitor safety and enforce City policies, park ordinances, rules, and regulations
- Monitors facilities (restrooms, trails, picnic areas, etc.), reporting damage, hazards or vandalism
- Opens/closes park gates, securing buildings and park infrastructure
- Provides information and guidance to visitors: directions, rules, educational content about the park
- Assists with crowd and traffic control within park areas, particularly during events or high visitor periods
- Conducts safety checks, performing first aid / emergency response when necessary
- Collects and accounts for fees, permits or parking enforcement (if applicable)
- Prepares reports (e.g., incident reports, maintenance requests, visitor statistics, etc.)
- Ensures compliance with environmental protection and resource conservation policies (e.g., preserving natural habitats, removing invasive species)
- Follows City and public safety guidelines and protocols; performs job functions in a safe manner and reports all safety hazards per established policies and procedures
- Investigates complaints, maintains records, and prepares periodic reports for management
- Responds to inquiries, questions, and comments from the general public per established standards and protocols
- Determines and recommends action and/or resolution of the issues involved
- Investigates, prepares, and presents cases before a Special Magistrate
- May attend meetings and presents information to homeowner or neighborhood association groups
- May assist with special events (setting up, crowd control, coordination, etc.)

**PARK RANGER
JOB DESCRIPTION**



KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of local ordinances, parks & recreation regulations, and safety standards
- Skill in the use of Microsoft Office products (Word, Outlook, and Excel) and applicable department / organization specific software and ability to learn and become proficient in the use of other specialized software as may be required
- Ability to use common tools and equipment
- Ability to enforce rules in a firm but courteous manner
- Ability to clearly communicate and understand information in English, both orally and in writing
- Ability to prepare clear reports and follow written procedures
- Ability to establish and maintain effective working relationships with those contacted during work regardless of race, religion, age, sex, disability, political affiliation, sexual orientation, and diverse cultural and linguistic backgrounds
- Ability to consistently exercise discretion and independent judgment in the performance of the job
- Ability to regularly attend work and arrive punctually for designated work schedule
- Ability to work outside of standard business hours as required by organizational and/or job obligations

EDUCATION AND EXPERIENCE:

High school diploma or GED and one (1) year of experience in parks, recreation, public safety, natural resources or related field; or a combination of experience, certification, education and training that demonstrates expertise in the related areas.

CERTIFICATIONS, LICENSES OR SPECIAL QUALIFICATIONS:

- May be required to have a valid state of Florida driver license or obtain within a designated period
- May be required to have CPR / First Aid certification or obtain within a designated period
- May be required to pass a pre-employment background check
- Must have or be able to obtain within six (6) months of employment, Florida Association of Code Enforcement (F.A.C.E.) Fundamentals of Code Enforcement (formerly Level I) Certification.

PREFERRED QUALIFICATIONS:

- Experience in law enforcement or code enforcement
- Experience with environmental management, trail maintenance, habitat restoration or similar work
- Additional certifications or training relevant to park safety, resource protection or code enforcement
- Bilingual English/Spanish

PHYSICAL REQUIREMENTS:

Depending on functional area of assignment, tasks involve the periodic performance of moderately physically demanding work, usually involving lifting, carrying, pushing and/or pulling of moderately heavy objects and materials (up to 50 pounds). Tasks that require moving objects of significant weight require the assistance of

Created: October 2025	Employee Received: Initial and Date
Revised:	Employee Received: Initial and Date

PARK RANGER
JOB DESCRIPTION



another person and/or use of proper techniques and moving equipment. Tasks may involve some climbing, stooping, kneeling, crouching, or crawling.

ENVIRONMENTAL REQUIREMENTS:

Tasks are regularly performed outside with potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes and/or poor ventilation, wetness, humidity, rain, temperature and noise extremes, machinery and/or moving vehicles, vibrations, electric currents, animals/wildlife, toxic/poisonous agents, gases or chemicals, oils and other cutting fluids, violence and/or disease, or pathogenic substances.

SENSORY REQUIREMENTS:

Some tasks require manual dexterity, in addition to visual and hearing acuity. Some tasks may involve identifying and distinguishing colors. Some tasks require the ability to perceive and discriminate visual cues or signals. Some tasks require the ability to communicate orally and in writing.

All full-time employees are considered critical in response to emergency situations and may be deemed essential as needed depending on the situation.

The job description does not constitute an employment agreement between the City of Lake Worth Beach and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Lake Worth Beach is an Equal Opportunity Employer. In compliance with United States Equal Employment Opportunity guidelines and the Americans with Disabilities Act, this organization provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Applicants for positions with the City of Lake Worth Beach should know and be aware of the following:

Applicants for employment who become candidates for available employment positions should note employment is contingent upon satisfactory completion of all reference checks and pre-employment physical satisfaction. Upon request, information on the nature and scope of an inquiry will be provided under FS 119.

Furthermore, some of the job classifications within the City of Lake Worth Beach workforce are covered by Collective Bargaining Agreements with a union. Consistent with Chapter 447 of the Florida Statutes, a

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PARK RANGER
JOB DESCRIPTION



bargaining unit employee has the right to join or not join the union. However, the Union is not obligated to represent a non-member.

I have read and understand this job description and hereby certify that I am qualified to perform this job, with or without reasonable accommodation.

_____ Employee Name (print)	_____ Supervisor’s Name (print)
_____ Employee Signature	_____ Supervisor’s Signature
_____ Date	_____ Date

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