

Your Position

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| Your job | Tracks & Coastal Ranger Kaitiaki Ara me te Takutai |
| Your group | Infrastructure |
| Your team | Parks |
| Your manager | Team Leader Track and Coastal, Tim Broadwith |
| Your base | Porirua |

What's most important to us

Porirua City is our place. A great place to live, work and raise a family. We want everyone to feel welcome, whether they are visiting, living or working here.

Our strategic priorities are to:

- Commit to the health of Te Awarua-o-Porirua Harbour and its catchment through investment, advocacy and regulation
- Build towards a low carbon city and proactively address the challenges of climate change
- Create thriving communities where everyone can be safe and healthy – at home, work or play
- Keep tamariki and rangatahi at the heart of our city

How we work together:

- Whakakotahi - Team up
Mā te mahi tahi e puta ai he hua ki tō tātou hapori
Together we make a difference for our community
- Mahi Atamai - Work smart
Ka whakapātari i a tātou anō kia pai ake ai ngā hua
We challenge ourselves to do things better
- Whakatinanatia - Make it happen
Mā te whakapeto ngoi, me ngā pūkenga e tutuki ai ngā whāinga
We use our energy and skills to get things done

Your team's purpose

The Infrastructure group comprises four teams: Parks & City Services, Transport, Water Services and Waste. The Group is responsible for a significant portion of the Council's customer interactions and budget spend as people work, live and play in Porirua.

The Parks team is a high performing, multifunctional team responsible for a wide range of business outputs. We provide outdoor sport, recreation and play opportunities, protect and enhance our natural environment and work in partnership with our sporting, recreation and environmental communities.

Your purpose

The Tracks & Coastal Ranger's role is to:

- be part of the team responsibilities for day to day maintenance of the track network citywide including vegetation control, weed control, asset repair and maintenance,
- maintain all harbour and coastal assets
- carry out the revegetation preparation, planting and aftercare.

Who you'll be working with

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| Your direct reports | <ul style="list-style-type: none">• None |
| Your indirect reports | <ul style="list-style-type: none">• None |
| External people and groups | <ul style="list-style-type: none">• Members of the public and community organisations• Residents Associations• Contractors, training organisations |
| Internal people and groups | <ul style="list-style-type: none">• Executive Leadership Team, managers and staff at all levels of the organisation |

Your responsibilities

| What you'll do | How you'll do it |
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| Operational Delivery | <ul style="list-style-type: none">• Responsible to deliver the scheduled programmed maintenance of the track network• Maintain the coastal & harbour network assets• Prepare, plant and maintain revegetation areas• Growth control by mechanical and chemical means• Work completed to a high standard• Remove rubbish from PCC maintained land• Provide friendly, positive and professional customer service excellence at all times• Ensure all checklists are completed as required• Meet regular deadlines of all administration including time sheets, work schedules, vehicle maintenance forms, annual leave and wellness forms• Actively participate in relevant training and development for your personal and professional development• Undertake special projects and tasks as requested by the Parks Manager or Parks Operations Manager. |

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| | <ul style="list-style-type: none"> • Take responsibility for your work environment, identify hazards and risks and ensure they are addressed • To care for and maintain to a high standard all mechanical plant and equipment under the persons control. |
| Relationship Management | <ul style="list-style-type: none"> • Establish and maintain close working relationships with internal and external stakeholders, ensuring that relationships with key stakeholders are professional, positive and constructive |
| Corporate Responsibilities | <ul style="list-style-type: none"> • Build commitment of our vision, strategic directions, values and services • Willingly undertake any duty required within the context of the position • Adhere to our Code of Conduct • Undertake civil defence and emergency management tasks as directed including participation in pre-event training and rostered duties during an emergency event |

Your skills, experience and qualifications

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| It's essential that you have: | <ul style="list-style-type: none"> • Industry experience • NZ Full drivers licence • Growsafe certification • Demonstrated experience to safely and efficiently operate small plant and machinery • The ability to meet the physical demands of the role • Work well to schedule maintenance schedules and cycles • Experience with dealing with customers • Able to interact well with others • Understanding and commitment to health and safety in the workplace • Understanding and commitment to diverse workplaces • Understanding and commitment to the Treaty of Waitangi and bicultural issues |
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Last updated October 2024



Porirua City Council supports an inclusive and welcoming environment and is a member of Diversity Works.