

**Service Position Title:** CAC AmeriCorps, City of Knoxville Greenways Ranger  
**Immediate Supervisor:** Parks & Greenways Coordinator, Parks and Recreation Dept.

*This volunteer position is an opportunity to build your resume with experience in park and trail management, land management and data management.*

**Responsibilities:**

- Serve cooperatively with Parks and Greenways Coordinator on various aspects of new and existing park and greenway planning, construction, and maintenance projects.
- Collect GPS trails, park amenity data, and ecological data (native and invasive), tracking land management efforts over time, and update GIS databases accordingly.
- Assist in trail maintenance monitoring of trails and greenways while serving as a public ambassador for the city; communicating information to trail users and park visitors in the field.
- General horticulture maintenance including mulching, weeding, seeding, racking, trimming, pruning, planting; basic graffiti removal, litter collection and painting are required as needed.

**Essential Functions:**

- Ability to work alone—initiate projects on your own. Conduct research and ask questions; self-motivated.
- Ability to speak in groups, present information; talk to the general public or during meetings.
- Ability to establish and maintain effective working relationships with members of the public, customers and other agencies involved in greenway and park management.
- Ability to ride a bicycle.

**Minimum Desired Qualifications:**

- Proficiency in MS Office (Excel, Word, PowerPoint, Outlook).
- Proficiency in ArcGIS Desktop 10.0, 10.1, 10.2 Software (ArcMap, ArcCatalog)
- Ability to work well with or without direct supervision while maintaining project deadlines.
- Ability to speak in public and relay information to individuals or groups.
- Valid Driver's License with good driving record.

**Academic Qualifications:**

- Strong preference will be given to team member who is actively pursuing a career in civil engineering, construction management, landscape architecture, parks management, trail design, environmental sciences, ecology, urban planning, GIS or other related fields.
- Team member should have a history of community voluntary activities.

**Physical, Emotional, and Intellectual Demands:**

- Able to lift large heavy objects repeatedly without direct assistance.
- The Greenways Ranger position consists of medium work, requiring the incumbent to exert up to 50 pounds of force occasionally, and/or 20 pounds (or less) of force frequently, in order to lift/carry, push/pull, or otherwise move objects.

**Equipment Used:**

- Office equipment (computer, printer, scanner, various software, etc.)
- Transport (work vehicles, golf-cart style vehicle, bicycle, dolly, etc.)
- Assorted Materials (informational displays, tables, chairs, supplies, tools, etc.)

*The above functions may be completed with or without accommodations. The description lists the minimum duty requirements. Individuals may be required to perform additional positions duties as requested by their supervisor. The City of Knoxville is an Equal Opportunity Employer. Positions are open to all people based on qualifications and will be treated equal with out regards to race, color, creed, sex, age, marital status, national origin, handicap, religion, sexual orientation or union affiliation.*