



DUTY STATEMENT

DIVISION	CLASSIFICATION	POSITION NUMBER (Agency-Unit-Class-Serial)
Northern	State Park Superintendent III	548-651-0974-001
DISTRICT/HQ SECTION	WORKING TITLE	CBID
Sonoma Mendocino Coast	Chief Ranger	S07
SECTOR/HQ UNIT	REPORTING LOCATION	INCUMBENT
Districtwide	Mendocino or Duncans Mills	
STATE HOUSING: (Check one)		IMMEDIATE SUPERVISOR
<input type="checkbox"/> Housing is required <input type="checkbox"/> Housing may be required <input checked="" type="checkbox"/> Housing is not available		District Superintendent II
SENSITIVE POSITION DESIGNATION: (Check if applicable)		
<input checked="" type="checkbox"/> Sensitive Position as designated by the Department per California Code of Regulation (CCR) 599.961		
POSITION DESCRIPTION		
<p>The State Park Superintendent III (Chief Ranger) serves as the district-level leader for all public safety, law enforcement, emergency services, and ranger operations throughout the Sonoma Mendocino Coast District. Operating under the direction of the District Superintendent II, the Chief Ranger provides district-wide oversight, coordination, policy implementation, and professional leadership to ensure effective protection of park visitors, employees, facilities, and cultural and natural resources.</p> <p>The incumbent oversees a complex public safety program across diverse environments, including rugged coastline, surf zones, marine protected areas, redwood forests, remote backcountry areas, campgrounds, historic properties, and high-use day-use parks. The Chief Ranger ensures POST compliance, consistency in law enforcement practices, aquatic safety program standards, emergency preparedness, training, and operational readiness districtwide. In addition, the Chief Ranger serves as the primary liaison with allied law enforcement, fire, emergency management agencies, and local governmental partners.</p>		
ALL EMPLOYEES ARE RESPONSIBLE FOR CONTRIBUTING TO AN INCLUSIVE, SAFE, AND SECURE WORK ENVIRONMENT THAT VALUES DIVERSE CULTURES, PERSPECTIVES, AND EXPERIENCES, AND IS FREE FROM DISCRIMINATION.		
ESSENTIAL FUNCTIONS:		
%	TASK/DUTIES	
25%	Management and Supervision Provides district-wide leadership, supervision, and program direction for all public safety operations, including State Park Peace Officers (Rangers and Lifeguards), Public Safety Supervisors, seasonal public safety staff, and other assigned employees. Ensures staffing plans, schedules, field deployments, and call-out procedures meet operational needs across all Sonoma Mendocino Coast District units. Conducts staff meetings; reviews performance; and carries out employee development, counseling, training, and discipline. Serves as a key member of the District Leadership Team. Advises the District Superintendent on sensitive, complex, or high-profile public safety matters. Maintains cooperative working relationships with local courts, prosecutors, allied agencies, community groups, tribes, and stakeholders. Provides leadership for consistent district-wide operations and procedures, coordinating with District and Service Center staff to support field operations and departmental and district priorities.	
20%	Protection, Enforcement, and Aquatic Safety Ensures a balanced, professional, and comprehensive law enforcement and public safety program for the protection of visitors, employees, facilities, and resources. Provides district-wide oversight of law enforcement activities, including patrol operations, criminal investigations, documentation and reporting standards, patrol planning, evidence handling, and compliance with	

	legal and departmental requirements. Administers and enforces POST, firearms, defensive tactics, EMR, CPR/AED, vessel operations, and specialized public safety certifications. Oversees district aquatic safety operations along the extensive coastline, including surf rescue readiness, training, physical standards, prevention programs, and consistent application of the Aquatic Operations Handbook. Coordinates Junior Lifeguard and youth public safety programs. Maintains inventory and ensures standardization of equipment required for emergency response..
20%	Emergency Planning and Incident Management Serves in leadership roles within the Incident Command System (ICS) during major incidents, natural disasters, critical events, search and rescue operations, officer-involved incidents, and large-scale planned events. Develops, reviews, and updates district-wide emergency response plans, ensuring alignment with ICS/NIMS/SEMS standards. Coordinates training, interagency exercises, and post-incident debriefings with district leadership, allied law enforcement, fire response agencies, California Office of Emergency Services partners, and local jurisdictions. Ensures district personnel maintain required emergency readiness and operational competencies.
10%	Internal Affairs, Professional Standards, and Complaint Oversight Provides district-wide oversight for internal affairs investigations, citizen and employee complaints, and compliance with applicable law, departmental policy, and workplace standards. Ensures complaints are properly documented, investigated, resolved, and tracked in accordance with the Peace Officer Bill of Rights and departmental procedures.
10%	Resource Protection and Interagency Coordination Supports natural and cultural resource protection by ensuring ranger operations effectively safeguard sensitive biological, geological, paleontological, and archaeological resources. Coordinates with resource specialists, environmental scientists, and the District Superintendent to integrate resource stewardship into operational planning.
10%	Administrative Support and District Coordination Prepares reports, operational guidelines, risk assessments, budgets, and program documentation related to public safety. Collaborates with district administration on policies, planning, personnel actions, and operational strategies. Coordinates training records, POST documentation, and safety compliance requirements.
MARGINAL FUNCTIONS:	
%	TASK/DUTIES
5%	Performs other duties consistent with the State Park Superintendent III classification, including assisting with district operational needs, participating in statewide committees, supporting special operations teams, providing expert consultation, and addressing emergent issues requiring departmental representation.
TYPICAL WORKING CONDITIONS	
Primarily office-based at the district level, with frequent travel to remote parks, beaches, forested terrain, and ranger stations. Requires physical ability to hike, operate rescue equipment, patrol by vehicle, vessel, or foot, and perform emergency response under a variety of environmental conditions. Required to wear the State Park Peace Officer uniform and safety equipment. Works extended hours during emergencies.	
TELEWORK DESIGNATION	
This position is designated as: (Check one)	
<input type="checkbox"/> Telemwork Eligible – Office Centered <input type="checkbox"/> Telemwork Eligible – Remote Centered <input checked="" type="checkbox"/> Not Telemwork Eligible	
SPECIAL REQUIREMENTS:	
Possession of a valid class C driver’s license is required. As a designated peace officer classification, the incumbent must meet all POST, medical, psychological, background, legal, and training requirements for peace officers as required under state law.	

The statements contained in this job description reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. The incumbent of this position may perform other duties (commensurate with the classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods, or to otherwise balance the workload.

SUPERVISOR STATEMENT:

I CERTIFY THIS DUTY STATEMENT REPRESENTS AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION. I HAVE DISCUSSED THE DUTIES OF THIS POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE WITH A COPY OF THIS DUTY STATEMENT.

SUPERVISOR NAME (PRINT OR TYPE)	SUPERVISOR SIGNATURE	DATE

EMPLOYEE STATEMENT:

I CERTIFY I HAVE READ, UNDERSTAND, AND CAN PERFORM THE DUTIES OF THIS POSITION EITHER WITH OR WITHOUT REASONABLE ACCOMMODATION. I HAVE DISCUSSED THESE DUTIES WITH MY SUPERVISOR AND HAVE BEEN PROVIDED A COPY OF THIS DUTY STATEMENT.

EMPLOYEE NAME (PRINT OR TYPE)	EMPLOYEE SIGNATURE	DATE