



## TERMS OF REFERENCE – Enforcement and Compliance Ranger

**Reporting to:** Enforcement and Compliance Team Leader

### Introduction

Ya'axché staff are expected to work cooperatively with others, demonstrate flexibility in organizing work, have good communication skills and demonstrate thoughtfulness in decision making. Staff must be non-judgmental and receptive, live up to the values of integrity, respect and professionalism while reflecting genuine concern toward both the biosphere and the communities where Ya'axché is active.

### Purpose:

Ya'axché staff are expected to work cooperatively with others, demonstrate flexibility in organizing work, have good communication skills and demonstrate thoughtfulness in decision making. Staff must be non-judgmental and receptive, live up to the values of integrity, respect and professionalism while reflecting genuine concern toward both the biosphere and the communities where Ya'axché is active.

Enforcement and Compliance Rangers are responsible for the daily implementation of enforcement and compliance activities within Ya'axché managed protected areas. Rangers are expected to carry out patrols efficiently and effectively while ensuring the proper management of the natural resources under their protection. All rangers are required to observe professional behaviour and uphold protected areas rules and regulations and ensure compliance with the rule of law.

Enforcement and Compliance Rangers maintain strong relationships with the Protected Areas Manager and the Protected Areas Program Director.

### Ranger Position: Level 1

#### Primary Relationships

- Supervisor: Enforcement & Compliance Team Leader
- Protected Areas Manager
- COL/PAM/SCI Directors
- Program Staff
- Board Members

#### Key Areas of Responsibility

- Enforcement & Compliance Patrols Support
- Team Strategic Planning Coordination Support
- Ensure Compliance of PA Management Rules, Regulations & Policies
- Ongoing Organizational Activities Support, including research & monitoring activities

## Main Duties and Responsibilities:

The Enforcement & Compliance Ranger is accountable for:

1. Ensuring that all duties are carried out according to Ya'axché's enforcement and compliance strategy.
2. Collecting patrol information using the Spatial Monitoring And Reporting Tool.
3. Responsible for report writing as indicated by supervisor.
4. Advising the Team Leader on location of and urgency of patrols based on data collected.
5. Maintaining adequate personal field equipment for duties.
6. Maintenance of technical equipment, Field Station and Bladen Ranger Base facilities including yard cleaning during shift.
7. Being responsible for problem solving of minor issues and reporting major ones to Team Leader.
8. Responding to Ya'axché's fire management strategies and team coordination procedures to fight wildfires affecting protected areas and the farming landscapes on a need's basis.
9. Carrying out activities related to biodiversity monitoring, YICE and any other organizational activity when needed and that requires ranger time.
10. Representing Ya'axché at community forums and events that are essential for protected areas management.
11. Performing any other tasks from time to time that may be requested, highlighting skills and experience. *This is by no means an exhaustive list of responsibilities of a ranger at Ya'axché*

Outcomes and Performance Indicators to be achieved by the position:

Outcomes	Performance Indicators
<p>1. <i>Enforcement &amp; Compliance Patrols Support</i></p> <p>Effective, efficient and timely implementation of patrols as planned in collaboration with team leaders and teammates based on intelligence gathering and the use of essential technologies like SMART and others.</p> <p>Patrols resulting in a reduction of illegal activities either by conducting arrests or ensuring adequate presence in all Ya'axché protected areas, contributing to</p>	<ul style="list-style-type: none"><li>▪ Targeted number of patrols based on regular analysis of SMART data are maintained</li><li>▪ Adoption of technologies by all rangers with capacity building sessions for all rangers</li><li>▪ Lower number of illegal activities within the protected areas.</li><li>▪ Fire management response team support coordination is achieved annually when needed</li><li>▪ Other organizational activities are supported by the enforcement teams where needed</li></ul>

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the overall improved management effectiveness of PAs.

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## 2. *SMART Data Collection Support*

Effective and Efficient data collection of patrol data with the use of SMART.

Use of SMART as a planning tool based on the evidence of illegal activities collected and reported on.

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- Up to date SMART database daily or bi-weekly depending on base of deployment
- Ranger team is fully proficient in data collection through SMART and require minimal support and verified through SMART reports
- SMART reports are used for the planning of future patrols monthly.

### Place(s) of work:

- Main Office: #3 Ogaldez Street, Punta Gorda, Toledo District, Belize
- Golden Stream Field Station, Golden Stream Community, Toledo District, Belize
- Maya Golden Landscape in southern Belize

### Qualifications:

#### *Education Level, Experience, and Specific Skills:*

- Minimum of Highschool diploma with experience in an enforcement capacity
- Experience as a ranger or equivalent job is an asset (NGOs, BDF, Forestry)
- Experience with handling firearms is an asset
- Experience in teamwork is essential
- Basic office computer skills (Email, Excel, Word, PowerPoint)
- Excellent driving skills (valid license) including 4WD an advantage
- Excellent health condition
- Able to handle physical field work including camping for multiple days in a row in remote jungle settings
- Good written and spoken English
- Fluency in Q'eqchi/Mopan/Spanish is an advantage
- Preferably from the communities in the Toledo District

### Desired Qualities:

- Familiarity with the culture and traditions in Toledo District is an asset
- Self-motivated and able to work independently with minimal supervision
- Ability to work with a wide variety of individuals (including a multicultural in-house team) by using tact, diplomacy and flexibility, resolve conflict effectively

- Ability to operate as part of a team in a dynamic environment, as well as self-motivation, drive and enthusiasm to work under own initiative
- Ability to work under pressure, manage multiple tasks and allocate time effectively to meet internal and external deadlines
- Ability to think strategically, logically and to apply common sense, meticulous attention to detail, dependable and reliable, with a positive attitude
- Effective team player and committed to support and improve the overall work of Ya'axché