

Position Description



GREAT OCEAN ROAD
COAST & PARKS AUTHORITY

Position title:	Caravan Park Ranger
Classification:	Level 3
Status:	Permanent, Full-Time.
Location:	Apollo Bay & Marengo, Victoria.
Approved:	Caravan Park General Manager – February 2026

About the Great Ocean Road Coast and Parks Authority

The Great Ocean Road Coast and Parks Authority is the dedicated Victorian Government entity entrusted with the care, protection and sustainable management of one of Australia's most breathtaking and culturally significant coastal regions. Established under the Great Ocean Road and Environs Protection Act 2020, GORCAPA was created to address the complex and fragmented management of the coastline and ensure the long-term conservation of this iconic landscape.

GORCAPA is responsible for managing more than 170,000 hectares of coastal reserves, National Parks, Marine Sanctuaries and foreshores stretching along 355 kilometres of stunning coastline. This includes high-profile sites such as the Twelve Apostles Visitor Experience Precinct and Cape Otway Lightstation, as well as local ports, community reserves and critical marine environments.

At the heart of its work is a commitment to protect the unique environmental, cultural, heritage and community values of the region. GORCAPA partners deeply with Traditional Owners, local communities and stakeholders to integrate cultural knowledge, ensure environmental stewardship, support sustainable visitation and build lasting benefits for regional economies and generations to come.

About the Accommodation Services Team

Our ten self-managed Caravan Parks and Cape Otway Lightstation generate the majority of the Authority's revenue. We are the single largest accommodation provider on the Great Ocean Road with over 800,000 visitor nights annually.

Situated adjacent to some of the most spectacular beaches on the coast, our caravan parks offer a range of accommodation options for families, tourists, students and visitors.

Our Accommodation Services team currently manages the following parks along the Great Ocean Road:

- Anglesea Family Caravan Park
- Apollo Bay Recreation Reserve

- Kennett River Family Caravan Park
- Lorne Foreshore Caravan Park
- Marengo Family Caravan Park
- Skenes Creek Foreshore Caravan Park
- Torquay Foreshore Caravan Park
- Wye River Beachfront Campground.
- Princetown Recreation Reserve
- Port Campbell Recreation Reserve

Purpose of the position

The **Caravan Park Ranger** is accountable for ensuring the park grounds are kept to a high presentation and safety standard.

Primary responsibilities

The **Caravan Park Ranger** position is responsible for assisting with the day-to-day management of the grounds (lawns, gardens, trees and terrain) of the Caravan Parks as well as assisting in the provision of general maintenance activities (minor repairs, painting, removal of debris, etc) of structures, cabins, equipment and other items.

Key responsibilities of this position include:

- Performing a range of grounds care duties such as weeding, spraying, pruning, mowing, mulching, sawing, lopping, raking, fertilizing, irrigation management, and other associated land care processes on caravan park sites
- Performing a range of general maintenance duties such as minor carpentry repairs, painting, handyman style repairs requiring use of power tools and other general equipment in cabins, communal ablution blocks, kitchens, office buildings, fences and other items and equipment within the caravan parks
- Performing a range of duties to ensure the amenity and appearance of the caravan park is maintained on an on-going basis such as removal of hard rubbish, emptying general rubbish bins, removal of debris and rubbish around caravans and caravan sites, removal of fallen branches, leaves and other items from the grounds of the caravan park
- Face to face customer liaison at the Parks including the provision of information, dealing with customer complaints, receiving maintenance requests and other customer interactions as may be required
- Advising management of customer issues as soon as able and in the format directed by the Park Managers to ensure an efficient and timely transfer of information
- Handling of stock including rotation of stock, lifting of boxes, linen and other items.

Key selection criteria

Qualifications and experience:

- Demonstrated experience in Horticulture/Land Management or similar field ie trade work history in carpentry or landscaping etc.
- Chainsaw qualification.
- First Aid certificate.

Knowledge and skills

- Practical grounds skills developed in an environment involving care and maintenance of large-scale broad acreage grounds spaces
- Practical maintenance skills developed in an environment involving a range of general repair and handyman activities
- Ability to communicate with people across a broad range of backgrounds
- Demonstrated ability to work as part of a team
- A proactive approach to problem-solving
- Excellent time management and organisational skills
- Experience in safe manual handling techniques and use of chemicals (preferred).

Terms and conditions of employment

Appointment to this position is subject to the successful applicant being able to:

- Provide a National Police Check Certificate
- Obtain a Working with Children Certificate
- Provide evidence of Australian Work Rights
- Hold a current Australian Driver's License.

Special Characteristics

The role requires occasional weekend availability on a rotating roster (Public Holidays where applicable), including on-call availability in response to emergencies within the Caravan Park (if applicable). The role requires regular physical work in an outdoor environment.

Organisational relationships

Reports to: Caravan Park General Manager

Direct reports: Nil.

Internal liaisons: All Great Ocean Road Coast and Parks Authority departments

External liaisons: Community, agencies and government stakeholders.