



## **Now Hiring: Corridor Ambassador Coordinator**

**Locations:** Roosevelt Rd (Central to Austin) & Madison St (Cicero to Austin)

**Hours:** Ambassadors will work 20 hours per week on a rotating work scheduled between Sunday - Saturday

**Hourly wage:** \$35,000.00 Salary / Temporary Full-Time

**Applications are due:** Tuesday, May 23, 2023

### **Job Details**

Corridor Ambassador Coordinator is responsible for the supervision of the ambassadors while creating a visible, welcoming presence at neighborhood commercial businesses and centers for the residents and visitors. Oversee ambassadors who will provide a friendly presence to welcome residents to local businesses. They will walk the commercial corridor, greet passers-by, and provide directions and other basic help. Ambassadors will serve as a watchful presence and as necessary report dangerous or unusual activity. Ambassadors will maintain a friendly presence with all residents. Discuss and address public safety priorities. Connect with public safety resource, including with the Chicago Police Department. Share information on upcoming programming and activities. Hours and walk patterns are subject to change.

### **Qualifications**

- Must have some supervisory experience and excellent problem-solving skills
- Maintains staff by recruiting, selecting, orienting, and training employees
- Implements and enforces systems, policies, and procedures
- Completes operations by developing schedules, assigning and monitoring work, gathering resources, implementing productivity standards, resolving operations problems, maintaining reference manuals, and implementing new procedures
- Plans, monitors, and appraises job results
- Conducts training
- Must be pleasant and welcoming to all residents and employees of local businesses on the corridor
- Must be comfortable standing and walking the corridor for long periods in all weather conditions
- Must be proactive about promoting safety
- Must have reliable attendance and a good attitude every day
- Must be able to pay careful attention to surroundings, and respond according to training if necessary
- Must be able to write clear reports about activity on the corridor
- Must complete required training program, and continued training
- Must have a valid picture ID and Social Security Card
- Individuals who speak multiple languages are encouraged to apply
- Bachelor's Degree preferred, or equivalent combination of education, training, and experience



If interested, please contact:

Tina Augustus at (773) 931-2145 or submit your resume to: [taugustus@chicagowestsidechamber.org](mailto:taugustus@chicagowestsidechamber.org)

The Chicago West Side Chamber works to connect the nine west side communities by offering resources that will help decrease the wealth gap among the Black and Latino communities while building a safer and peaceful neighborhood. The West Side Chamber now operates the Corridor Ambassador program along Madison Street from Nelson Mandela Road (Cicero) to Austin Boulevard., and Roosevelt Road, from Central Avenue. to Austin Boulevard.