

# CITY OF CHICAGO'S **Bicycling Ambassadors**



30 North LaSalle Street, Suite 500, Chicago, Illinois 60602 • ph 312.744.8147 • fax 312.742.2422 • [www.bicyclingambassadors.org](http://www.bicyclingambassadors.org)

## **JOB DESCRIPTION: BICYCLING/SAFE ROUTES AMBASSADORS**

START DATE: Wednesday, May 15, 2019  
LENGTH OF JOB: Friday, September 6, 2019  
COMPENSATION: \$16 per hour, 24 hours per week  
JOB POSTING CLOSE DATE: Monday May 6, 2019  
Interviews to be conducted starting the week of April 29<sup>th</sup>.

### **PURPOSE AND GENERAL DESCRIPTION**

The City of Chicago's Bicycling Ambassadors are the Chicago Department of Transportation's education, safety, and outreach team. The Ambassadors are highly motivated individuals with excellent interpersonal skills leading outreach with children, youth, adults and seniors to encourage safe transportation behaviors by all road users – bicyclists, pedestrians, and motorists. The Ambassadors will be expected to support and promote [Vision Zero Chicago](#) initiatives and events to help eliminate death and serious injuries from traffic crashes by 2026. Ambassadors work individually or as a team to deliver traffic safety expertise through face-to-face demonstrations in public places, at community events, schools and day camps.

We're looking for people who are excited about accessible transportation, passionate about community outreach, and dedicated to equitable program delivery and service in Chicago. This is a seasonal, summer outreach position.

### **REPORTING RELATIONSHIPS AND WORK ENVIRONMENT**

The Ambassadors report to the Program Manager. The Ambassadors will also:

- Work 24 hours per week, varying days, but with a typical Thursday – Sunday schedule.
- Work individually or as a team while attending events.
- Work outdoors (in any weather) and indoors, and with occasional evening hours.
- Travel directly from home to work sites by bicycle and public transit (a monthly CTA pass will be provided). Work sites include street festivals, commercial areas, public parks, and schools throughout Chicago. Ideally, Ambassadors will have access to a working bicycle for the duration of the program.
- Successfully complete a five-to-ten day training course that covers bicycle handling, pedestrian, bicyclist and traffic safety, media relations, and conflict resolution (provided by the program).
- While on duty, wear an Ambassador uniform provided by the program. Ambassadors will be provided with program gear including a helmet, rain jacket, panniers and other bicycle accessories.
- Wear a helmet while bicycling to and from events and during presentations.

### **DUTIES AND RESPONSIBILITIES**

- Visit schools and senior homes in Chicago and educate students and residents with pedestrian, bicycle and motorist safety messaging.
- For six weeks during the summer, supervise three or four Junior Ambassadors (trained high school students who work with the Bicycling Ambassadors).
- Educate children, youth, and adults on how to safely ride a bike in traffic or on the sidewalk.
- Educate motorists how to drive safely alongside bicyclists and pedestrians.
- Work with the Chicago Police Department to enforce traffic safety laws for motorists and bicyclists.
- Promote [Vision Zero Chicago](#) goals and initiatives through community engagement and outreach.



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- Provide, both orally and in literature form, bicycle, pedestrian, and motorist safety information at street festivals, shopping and commercial areas, public parks, and schools throughout Chicago.
- Perform demonstrations and presentations in formal and informal settings.
- Arrive to and leave events using bicycling or public transit.
- Work with community groups, aldermanic staff, teachers, police officers, business associations, volunteers, sponsors, and other city organizations.
- Speak to newspaper, radio, and TV reporters about bicycling.
- Evaluate (in written reports) presentations given and events attended.
- Market the program to event organizers and assist with program administrative tasks as necessary.
- Teach bike riding lessons to adult learners of varying experience level.

## ESSENTIAL QUALIFICATIONS

- Can communicate effectively with people of all ages, abilities, cultural groups, economic statuses, sexual orientations, and disabilities. Is comfortable speaking with strangers.
- Speaks in a friendly, concise, and accurate manner.
- Experience in bicycling in urban traffic, and in using transit in Chicago.
- Owns and/or has access to a bicycle in good working condition.
- Able to work outdoors all day and in any weather.
- Works well in an unstructured and informal environment, with limited supervision.
- Works well in a team, and fosters team spirit.
- Good at solving problems, thinking creatively, and self-motivation.
- Prompt and punctual.
- Can pass a background check in order to work with children.
- Proficient with Microsoft Office applications.
- Must live in the City of Chicago.

## PREFERED QUALIFICATIONS

- Fluency in a language other than English, especially Spanish.
- Experience working or volunteering in a community outreach role.
- Experience teaching children, youth or adults.
- Experience working with or supervising teenagers.
- Familiarity with the City of Chicago, its neighborhoods and public transportation system.
- Comfortable working in any neighborhood in the City of Chicago.

## BICYCLING TEST

We require candidates selected for interview to successfully complete a bicycling road test prior to the interview. Candidates must bring their own bicycles and helmets.

## APPLICATIONS

Interested applicants should send a cover letter and resume to:

**Romina Castillo**  
[romina@musecommunitydesign.com](mailto:romina@musecommunitydesign.com)

