



Job Title: Chicago's SAFE (Streets Are For Everybody) Ambassador

Employment status: Part-time, Non-exempt, Seasonal

Compensation: Hourly, \$20

Hours: 24 hours/week

Start Date: Thursday, January 2, 2025

End Date: Sunday, August 31, 2025

About

MUSE Community + Design is seeking outgoing, well-organized, and committed advocates for transportation safety education, biking, and social equity to join the team as a SAFE (Streets Are For Everybody) Ambassador from early January to late August.

As a SAFE (Streets Are For Everybody) Ambassador, you will represent the Chicago Department of Transportation in its efforts to support and promote active transportation and Complete Streets initiatives, such as traffic safety. To learn more about traffic safety initiatives, [click here](#). In addition, Ambassadors educate the public on current best practices, recommendations, and guidelines for safe mobility around the city.

Chicago's SAFE (Streets Are For Everybody) Ambassadors work individually and as a team to deliver traffic safety expertise through presentations and demonstrations through online engagement or in-person as appropriate, following strict safety guidelines from the Chicago and Illinois Departments of Public Health and the CDC. Our program will implement a hybrid engagement model, meaning that the Ambassadors' time will be split between creating innovative online materials using social media, videos, livestream events, and video conferencing, and participating in in-person events/activities to educate the public.

This is a seasonal position, offering 24 hours per week. SAFE Ambassadors are not employees of the City of Chicago; they are employed and managed by MUSE Community + Design.

Responsibilities:

- Represent the City of Chicago Department of Transportation at assigned virtual events or in-person events.
- Participate as an assisting member of the Chicago's SAFE Ambassadors team in making events successful by effectively disseminating information, encouraging safe street and road usage.
- Share online and interactive resources with schools, senior living facilities, and community partners to educate students and residents of all ages about the importance of traffic safety and sharing the road.
- Accurately input information in the required format at the conclusion of every event.

Required Skills and Experience:

- ⊘ 18 years of age or older
- ⊘ Able to take direction and learn basic facts about the Chicago Department of Transportation and its initiatives and projects.
- ⊘ Willing and able to work off hours and/or weekends.
- ⊘ Comfortable working in a fast-paced environment, bending, stooping, standing long hours, and lifting up to 40 lbs.
- ⊘ Able to communicate effectively with all people, regardless of age, abilities, cultural groups, economic status, sexual orientation, and ability.
- ⊘ Outgoing, energetic, and comfortable speaking with strangers and in public.
- ⊘ Comfortable facilitating video conferences and webinars.
- ⊘ Knowledgeable in video recording, editing and formatting.
- ⊘ Familiar with and comfortable biking in the city and using public transit.
- ⊘ Familiar with and comfortable working in any neighborhood in the city of Chicago.
- ⊘ Prompt, punctual, and professional.
- ⊘ Access to internet and a laptop. Willing to work remotely.
- ⊘ Works well individually in an unstructured and informal environment, with limited supervision.
- ⊘ Good at solving problems, thinking creatively, and self-motivation.

- € Proficient with Microsoft Office applications.
- € Other duties as assigned.

Preferred skills and experiences:

- € Fluent in English. Fluency in other languages such as Spanish, Polish and Mandarin highly preferred.
- € Experience working or volunteering in a community engagement role.
- € Experience teaching, children, youth or adults.
- € Experience working with or supervising teenagers.
- € Experience in facilitating on-line learning tools.
- € Experience working in Public Health or Urban Planning related programs.

Successful completion of a paid five-day training course that covers bicycle handling, all forms of traffic safety, media relations, cultural sensitivity, and conflict resolutions required. The position is part-time in a hybrid work environment; it is expected that Ambassadors will work on the field primarily but will be expected to attend meetings at the CDOT office as needed. Some night and weekend events are required.

This is a drug-free workplace, and we are proud to be an Affirmative Action/Equal Opportunity Employer. We strongly encourage applications from women and people of color.

CDOT Office

2N La Salle St., #1100
Chicago, IL 60602

MUSE Office

1616 N Damen #201
Chicago, IL 60647

Interested candidates should send their resume and cover letter to Lizeth Solis at lizeth@musecommunitydesign.com. Please use "Seasonal SAFE Ambassador" in your subject line. The positions are open until filled. No phone calls, please.