

**NEIGHBORHOOD
AMBASSADOR**

**(Non-Union
Position)**

**LOCATION:
Onsite)**

Do you have a deep connection with the Champaign community? Do you believe our neighborhoods are special places? Are you great at interacting with people from all walks of life? If so, then consider becoming a **Neighborhood Ambassador** in the Neighborhood Services Department. This is a full-time position authorized through December 31, 2024; renewal will depend on availability of funding and programmatic needs.

Responsibilities of Position

Neighborhood Ambassadors are civilians who engage in person with residents and visitors in assigned neighborhoods and the downtown district. They use patience, tact, and diplomacy to create a safe and welcoming environment, answer questions, share information and resources, and organize and participate in community events. Neighborhood Ambassadors identify and address non-emergent community safety and quality of life issues and provide referrals to community agencies. The work schedule is an 8-hour shift between 3 p.m.-12 a.m., Tuesday to Saturday during the outdoor/summer season and between 1 p.m.-10 p.m. Monday to Friday during the indoor/winter season.

Required Qualifications

- Education equivalent to a high school diploma or equivalent. Complete coursework without a diploma or certificate will be considered.
- Experience (professional or volunteer) with community engagement, community service, or public service.
- Strong customer service-orientation.
- Ability to develop and maintain effective relationships with people from diverse backgrounds.
- Ability to work outdoors year-round in inclement weather.
- Ability to perform essential functions that require physical agility as noted in the job description, with or without accommodation, such as walking and standing for long periods of time, kneeling, crouching, and lifting special event equipment weighing up to 50 pounds.
- Current valid state-issued driver's license and good driving record.
- Must complete all City required training within approved timeframe.

Preferred Qualifications

- Knowledge of current community concerns and priorities.
- Experience working with marginalized populations.
- Experience involving a high level of public contact.

Drug screening, driving record check, and criminal background check will be required. Criminal history records will be evaluated on a case-by-case basis in accordance with State and federal law. The annual starting salary range is \$53,248-\$60,618, DOQ, plus an excellent fringe benefits package. **Applications must be submitted online no later than Monday, June 19, 2023.**

The City's mission is to provide responsive, caring, cost-effective service in partnership with our community. The following values guide our work: Personal Integrity, Responsibility, Respect, Teamwork, Results. The City of Champaign is committed to promoting a work environment and a community that values and supports diversity and inclusion.

To apply, visit the City's Jobs Page at champaignil.gov/jobs.



The City of Champaign is an Equal Opportunity Employer. Women, minorities and individuals with disabilities are encouraged to apply. The following locations offer free Internet access and assistance: Champaign Public Library, Champaign Public Library Douglass Branch, and the Illinois WorkNet Center.