



POSITION ANNOUNCEMENT

CROSSING GUARDS

The Village of Wilmette is seeking candidates to fill both the Crossing Guard and substitute Crossing Guard positions to work from mid-August through early-June (when school is holding in-class sessions). The Crossing Guard must be able to work from Monday to Friday, approximately 2 hours per day. Crossing Guards must be able to report to morning and afternoon crossings daily when school is in session and work outdoors in all weather conditions. The substitute Crossing Guards will fill in during the morning and/or afternoon as needed by the Police Department.

General Responsibilities:

Position works under the general direction of the Community Service Officer and/or the Police Commander. This position is an integral part of Public Safety and will provide for pedestrian safety of school children crossing the street before, during, and after school hours. Monitor school intersections and report unsafe driving or hazardous conditions to the Police Department. Encourage proper crossing behavior by school children and maintain a safe environment. The successful candidate must adhere to the Village's COVID-19 safety measures as part of their employment per CDC guidelines.

Position Requirements:

Candidates must be at least 18 years old and have a high school diploma or GED. The candidate must be friendly, able to provide a high level of customer service, and communicate effectively with the public, school children, parents, school officials, and Village staff. The candidate must be able to hold or display a stop sign while crossing the school children, work outdoors to include during adverse weather conditions, and stand or walk for prolonged times at the assigned crossing. Ability to work independently without direct supervision. Punctual and the ability to remain at designated crossing until the conclusion of the assignment.

The successful candidate shall be fully vaccinated with the COVID-19 vaccine and shall provide their COVID-19 Vaccination Record Card which shall be retained by the Village.

Starting Hourly Rate:

The starting hourly rate is \$20.21 per hour. There are no other fringe benefits associated with this position.

Selection Process:

Candidates should be prepared to undergo a Police background investigation, reference check, and a pre-employment vision and hearing test. Interested candidates can complete an online employment application found on the Village's Self-Service Employment Opportunities webpage at <https://wilmette.munisservice.com/ess> and attach resume and cover letter.

If you would prefer an employment application emailed to you, please contact Human Resources at HumanResources@Wilmette.com or (847) 853-7503.

Employment applications for this position can be emailed to HumanResources@wilmette.com, or mailed to Village of Wilmette, Attn: Human Resources, 1200 Wilmette Avenue, Wilmette, IL 60091. The position will remain open until filled.

The Village of Wilmette is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity, Equity, and Inclusion are critical to the Village's success. The Village seeks to recruit the most talented individuals from a diverse candidate pool and strongly encourages applications to be submitted from all genders, all races, all sexual orientations, people with disabilities, and Military Veterans.