



## POSITION ANNOUNCEMENT

# **CROSSING GUARDS (substitute)**

The Village of Wilmette is seeking candidates to fill the Crossing Guard (substitute) positions beginning in mid-August to early-June. The position will work as needed between Monday and Friday, approximately 2 hours per day. Crossing Guards must be able to report to morning and/or afternoon crossings daily when school is in session, and work outdoors in all weather conditions. Substitute Crossing Guards may be considered for regular assignment as a Crossing Guard as opportunities become available.

### General Responsibilities:

Position works under the general direction of the Community Service Officer. 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.

### 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 general 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.

### Starting Hourly Rate:

The starting hourly rate is \$19.29 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 should complete an employment application which may be downloaded from the Village's website at [www.wilmette.com](http://www.wilmette.com) and submit it along with a cover letter electronically to [HumanResources@wilmette.com](mailto:HumanResources@wilmette.com). Employment applications for this position can be hand-delivered 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 an Equal Opportunity Employer