



CLARETIAN ASSOCIATES

Building Community in South Chicago

Safe Passage Job Description

Position: **Safe Passage Community Watcher**

Reports to: **Safe Passage Program Manager**

Supervises: **No direct reports**

Classification: **Part-time**

ORGANIZATION SUMMARY

Claretian Associates builds community within the culturally diverse neighborhood of South Chicago by working with community leaders, residents, and organizations to provide affordable housing and related services for low-and-moderate income people, builds resident-based leadership, and serves as a catalyst in creating innovative solutions to improve the quality of life. Since 1991, Claretian Associates have built a network of relationships and activities that have affirmed our faith in the future of South Chicago. Continuing our housing programs and wrap-around services in a targeted 12-block area, we have created a total of 137 affordable homes and apartments, and we work with other neighborhood stakeholders to undertake community development projects and services that continue to enrich the lives of the Southeast Chicago area.

JOB SUMMARY

Claretian Associates is searching for a Community Watcher for Safe Passage. Safe Passage Community Watchers are posted on community streets and intersections surrounding assigned CPS schools to provide safe passage to & from school for middle (grammar) & high school students. Students and families are engaged to increase safety to and from school and to essentially improve student attendance, which may lead to increased academic achievement.

RESPONSIBILITIES

- Conduct daily monitoring of streets and intersections around assigned community schools.
- Ensure safety of students by identifying potential conflicts and working collaboratively with community, school & law enforcement resource networks to diffuse situations.
- Support school attendance by encouraging students to attend daily and support their families by ensuring a safe passage.
- Build relationships with community residents, school administration & law enforcement officials; by increasing their awareness of the safe- passage program and engaging them whenever possible.
- Submit daily verbal and written reports
- Act as Mandated Reporter.

QUALIFICATIONS

- Must be **AVAILABLE** to work split shift (Ex. 7am – 9am; 2pm – 5pm)
- Must be able to pass a background Check
- Ability to work at one of our South side schools including Myra Bardwell Elementary, Bowen High, Corliss, Burnham Elementary, Arnold Mireles Academy and Taylor Elementary
- Must be able to work in extreme (outdoor) weather conditions
- Must be accustomed to standing for periods of time, in all weather conditions
- Must have ability to follow & implement oral/written instructions
- Must have excellent communication and organizational skills
- Must have ability to work in a variety of settings with culturally diverse families and communities and have the ability to be culturally sensitive and appropriate
- Must have ability to establish and maintain effective and cooperative working relationships with co-workers, students, school administration, law enforcement & community
- Must have ability to regularly attend work and arrive punctually for designated work schedule
- Must be 21 years or older
- Must have picture ID & Social Security Card
- Vaccination required
- Bilingual abilities are a plus but not required

SALARY

This position is a Part-Time hourly position with 25 hours a/week at the rate of \$ 18.00 per hour.

TO APPLY

Send resumes to aprilm@claretianassociates.org