

**DOWN
TOWN**

**PORTLAND
CLEAN&SAFE**

Sidewalk Ambassador, Temporary Position

Start Mid-May – Ends in September (some flexibility on start/end date)

**CELL PHONE CREDIT & TRI-MET PASS PROVIDED
WORK OUTDOORS IN DOWNTOWN PORTLAND**

Do you love Downtown Portland? Want to help visitors and community members experience all the great things downtown? Downtown Sidewalk Ambassadors are responsible for providing visitors and locals alike with highly visible and friendly world-class hospitality. We are a customer service focused group that is seeking individuals who are not afraid to approach strangers on the street or in the park to provide information and wayfinding, have a good knowledge of downtown Portland, be stewards of Director Park, have a can-do spirit, and live an active lifestyle.

We are part of the downtown community and strive to keep downtown clean and safe, as well as connect with businesses. We provide ongoing training including site visits to museums and attractions to obtain firsthand knowledge of the things that make Portland appealing to visitors and locals alike. This is not a sales or solicitation position. You are not collecting signatures. You are providing personalized and authentic recommendations to visitors and community members downtown. Ambassadors are also stewards of Director Park and assist with activations and events that take place there as well as downtown-wide events.

Duties include:

- Assist visitors and community members with directions, information on how parking kitty works and how to ride public transportation, what is open, food recommendations, and shopping suggestions.
- Assist with promoting local events that are happening around Downtown Portland.
- Event support that occurs at Director Park and in other locations downtown.
- Setting up tables, chairs, lawn games, etc. at Director Park.
- Event support for Downtown Portland Clean & Safe Signature events such set up and pack down, handing out promotional flyers to businesses, placement of marketing materials, and more.
- Stewardship of Director Park includes cleaning the park, providing customer service to visitors, cleaning tables and chairs, picking up trash, leaf blowing, etc.
- Working together as a team and alone to complete daily tasks and projects.
- Walking in all weather conditions upwards of 5 to 7 miles.
- Lifting/carrying items that are at least 25 lbs., push carts, and set up of our mobile kiosk station.
- Ride a tricycle to locations around Downtown Portland to promote tourism activities.

What we're looking for:

- The Sidewalk Ambassador should be a proven self-starter and possess clear, concise, and proven communication skills.
- They must have exceptional customer service skills and the ability to connect with people from diverse backgrounds and experiences.
- Have a positive and can-do energy!
- Be flexible with availability and must be able to work on weekends.
- They would ideally possess a wealth of knowledge about downtown Portland.
- Experience in events, hospitality, and/or tourism is a plus.

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Please note: Sidewalk Ambassadors spend a significant amount of time outdoors. In the course of duties an employee may walk five to seven miles a day. Requirements include the ability to bend, lift, and remain standing and walking for the duration of the shift. It also requires the ability to lift 25 lbs., push carts, pick tables and chairs up, and set up our mobile Kiosk station. Fulfilling these outdoor tasks, the employee is exposed to sun, dust, and extremes in temperature and or humidity. First Aid training will also be required and can be supplied by Downtown Portland Clean & Safe at the beginning of the position.

Compensation is \$20.00/hour.

Please submit a resume and a cover letter to careers@portlandalliance.com explaining why this job is for you! No phone calls please.

We value equal opportunity and workforce diversity.

Downtown Portland Clean & Safe an affiliate of Portland Business Alliance is an equal opportunity employer and does not discriminate against any employee or applicant on the basis of age, color, disability, gender, gender identity, national origin, race, religion, sexual orientation, veteran status, or any classification protected by federal, state, or local law.

About the Portland Business Alliance:

The Portland Business Alliance (“Alliance”) serves as greater Portland’s Chamber of Commerce. Our mission is to create opportunity and advance well-being for all who live and work in the greater Portland and SW Washington region. Our vision is a healthy and resilient business ecosystem. We support access, opportunity, and advancement for all people. We recognize unfair bias and historic discrimination, and work to eliminate barriers. We embrace connectivity and work together respectfully to drive solutions. We meet setbacks with openness to listening, learning and adaptation. We give the honest answer. We do what we say we will. We are accessible, active, and visible to the community.