



## NoMa BUSINESS IMPROVEMENT DISTRICT

### Position Description

---

<b>Position Title:</b>	Ambassador
<b>Job Type:</b>	Full-time
<b>Location:</b>	Washington, D.C.
<b>Supervisor:</b>	Operations Supervisor
<b>Pay Rate:</b>	\$15/hour
<b>Hours:</b>	Hours may vary, depending on organizational needs; may include evening and weekend work

---

The NoMa Business Improvement District (NoMa BID) is a 501(c)(6) nonprofit organization whose mission is to create a clean, safe, and welcoming environment for residents, workers, and visitors and to promote the ongoing growth and development of NoMa. The NoMa Parks Foundation, a 501(c)(3) organization, is an affiliate of the NoMa BID with the mission to establish welcoming, sustainable, beautiful spaces where people can play, refresh, and connect in NoMa. The NoMa BID provides staffing and administrative resources to the Parks Foundation.

The NoMa BID encompasses 35 blocks just north of Union Station in Washington, DC. Once an industrial area, NoMa is among the fastest-growing neighborhoods in the District and comprises more than 18 million square feet of new development. In addition, as of 2019, more than 4,500 new residential units have been built, with another 1,900 under construction. In total, over 37 million square feet of mixed-use development are planned within the NoMa BID. Significantly, there are also more than 49,000 residents in established communities in and around NoMa — including 12,000-plus within the BID’s boundaries — who use the services and amenities in the commercial core of NoMa. The neighborhood is supported by unparalleled public transportation access, with two Red Line Metro stations plus VRE, MARC, and Amtrak connections at Union Station, and is a globally recognized example of successful transit-oriented development. The neighborhood Walkscore is 95, and NoMa is served by the Metropolitan Branch Trail and 10 Capital Bikeshare stations. More information is available on the NoMa BID website at [nomabid.org](http://nomabid.org), and the Parks Foundation website at [nomaparks.org](http://nomaparks.org).

---

#### Position:

Ambassadors will be directly responsible for making daily contact with the public and keeping the BID clean. Their primary responsibility is to ensure that the BID is a safe, friendly, inviting, and well-maintained place for visitors, travelers, employees, and those working and living in the area on a permanent or temporary basis. Ambassadors are responsible for creating a reassuring atmosphere, supporting anyone requiring assistance, and representing the BID in a highly professional manner. Ambassadors respond to many situations, problems, and at times emergencies, during their tours and are expected to respond with tact, ingenuity, and resourcefulness. This is an “all weather” program.

---

#### Specific responsibilities:

- Providing greetings, directions, and information to visitors and travelers to the area.
- Supporting homeless persons within the BID area.
- Providing support for events.
- Collecting and disposing litter in the public space.

# NO MA

- Removing weeds and other unsightly vegetation using chemical applications or equipment
- Removing graffiti using chemical applications or scrubbing.
- Recording and reporting infrastructure issues (i.e. broken sidewalks, malfunctioning streetlights, broken signs, etc.) in the BID to supervisor.
- Reporting emergencies and immediate problems to emergency response agencies
- Completing daily activity reports.
- Maintaining a highly professional appearance and demeanor at all times.
- Performing other duties as assigned.

---

## **Experience/Qualifications:**

Ambassadors should have these qualifications:

- High School Diploma, GED, or working to obtain a High School Diploma or GED
- Possess a valid state driver's license, if required to operate company vehicle
- Ability to stand and walk for extended periods of time and/or walk several miles during an 8 to 12-hour shift
- Ability to lift twenty-pound pounds of trash or other materials
- Capable of working outdoors in hot, cold, and inclement weather
- Ability to speak clearly and to provide accurate and easily understood directions
- Ability to read a map and to explain map directions to others
- Ability to work well and cooperatively with others
- Favorable background check
- Excellent references
- Capable of consistent attention to detail on a daily basis
- Ability to be outgoing, friendly, punctual, and responsible.

---

## **Employment conditions:**

- Initial hiring will include a 90-day introductory period.
- NoMa BID Ambassador positions are "at will" positions.
- Employment is subject to a background check to ensure suitability for this position.
- Uniforms will be provided.
- This position includes the possibility for health benefits, a 401K retirement program, life insurance, disability insurance, and sick and vacation leave.

## **To Apply:**

Email resume to:

- [careers@nomabid.org](mailto:careers@nomabid.org). No phone calls, please.

NOMA