

Shasta Living Streets

Better bikeways, trails, walkable cities and vibrant public places

Bicycle Valet Lead Position Description

Position: Bike Valet Lead
Supervisor: Executive Director
Classification: Part-time: 5-6 hours on Saturday, 1-2 hours during the week
Location: City Hall, Redding, CA
Compensation: \$12 per hour

Are you an energetic person who enjoys bicycling and working with people? Shasta Living Streets is a successful growing organization seeking an enthusiastic Bike Valet Lead to join our team to provide amenities that will inspire individuals and families to choose to bicycle to events and daily activities. The Bicycle Valet Lead will answer questions and talk with people about opportunities for cycling in our community, about their interests and concerns, and how they can be involved to build a bicycle friendly community. As a Bike Valet Lead you will provide services and engage people to help build quality of life in Redding and Shasta County through excellence in active living.

Established in 2010 by a handful of enthusiasts, Shasta Living Streets has grown considerably and innovated new programs and services, helped shift public vision and supported projects that have brought more funding, better policy, and breakthrough change to our community. Shasta Living Streets, our members and partners work together to inspire a shared vision, to provide services, products and events, and to engage with the community in collaborative efforts to create stronger cities, towns and regional connections by improving livable communities and making bicycling, walking and transit convenient, reliable and fun for people of all ages and abilities.

ABOUT THE BIKE VALET PROGRAM AT SATURDAY FARMERS MARKET

Bike Valet turns community events into bikeable destinations by providing turnkey valet bicycle parking services for event participants who arrive by bicycle. Bike Valet is like a coat check for your bike. The goal of the Bike Valet Program is to make our region a more livable and more prosperous place by enabling more people to choose bicycling for everyday travel.

This year we are partnering with the Shasta Growers Association to provide bicycle valet parking service, free to all Farmers Market patrons, on Saturday at Redding City Hall.

This program helps individuals and entire families feel better equipped and more confident about riding a bike together for everyday travel that will extend to other outings and bike/walk opportunities, for example, when children start school. This service helps people take initial steps to get out and ride, to learn about resources, and to build confidence and comfort for daily active living in their own neighborhoods. This location and venue provides an opportunity to reach out to families and individuals that we otherwise do not reach. We will gather input and fun photos and share these with our members and the public to help inspire others and build local community support for active lifestyles.

SUMMARY OF POSITION

The Bike Valet Lead serves Shasta Living Streets mission by coordinating the start-to-finish delivery of valet bike parking services at the Saturday Farmers' market. This position will be the face of Shasta Living Streets to on-site event staff, Bike Valet volunteers and individual Bike Valet customers. The Bike Valet will identify any areas of improvement to services and will assist in developing relationships with members and supporters of our programs.

Shasta Living Streets benefits from the contributions of enthusiastic and talented people across the county. The Bicycle Valet Lead reports to the Executive Director and does not supervise other staff. However, he/she will manage supporters and volunteers.

The Valet Bicycle Lead will assist in communications about the services in online social media and will share photos and content to inspire our members and the public.

RESPONSIBILITIES

- Organize and transport Bike Valet equipment to and from Saturday Farmer's Market
- Set-up the Bike Valet compound before the event
- Break-down equipment after the event and organize for transport and/or storage
- Provide friendly service; answer questions about programs, provide information and resources as appropriate
- Orient and supervise volunteers throughout the event
- Coordinate with the Farmers Market managers
- Perform post-event tasks including documenting volunteer hours, gathering participant input, number of bikes parked and tips received
- Share photos and content on social media
- Learn best practice in service delivery and program ideas from affiliate organizations in California
- Provide input and ideas to Shasta Living Streets organizational planning and other programs

PREFERRED QUALIFICATIONS

- Interest in active lifestyles and Shasta Living Streets mission
- Interest and experience in bicycling, at any level or ability
- Creative individual willing to contribute ideas to the organization
- Strong customer service skills, enthusiastic personality and someone who enjoys working with people
- Able to work independently and also to lead a collaborative team; experience supervising volunteers
- Social media skills, image and content sharing
- Logistical and simple mechanical problem-solving skills—experience with bikes.
- Dependable, punctual, organized and detail-oriented
- Preferred availability by phone
- Ability to lift up to 60 pounds, to stand and be active for extended periods
- Computer skills, including familiarity with Microsoft Word and Excel
- Valid CA Driver's License and current insurance

Thank you for your interest.

Please send a detailed resume and cover letter explaining how you personally connect with Shasta Living Streets mission and why this position is a good fit with your career objectives.

Via Mail Anne Thomas, Executive Director, Shasta Living Streets
P.O. Box 941, Palo Cedro, CA 96073

Via Email athomas@shastalivingstreets.org

For additional information about Shasta Living Streets, please visit shastalivingstreets.org.

Inquiries about the position can be directed to Anne Thomas by email at athomas@shastalivingstreets.org or call 530.355.2230.

