



Ventura Bike HUB crew member

Job Summary: The HUB is a Community Bicycle shop where we teach and empower people to fix their own bikes. We are a non-profit that interacts with our community through bicycles but we are far more than a bike repair space. A Ventura Bike HUB crew member's job is to nurture a safe and comfortable environment for clients and volunteers so that they can participate fully in our shop and get the most out of their experience. We are looking for a dependable, community oriented person who wants to share their love of bicycles and building community and understands that bikes are valued pieces of transportation. Someone that would do well on our crew is dynamic, driven, and has lots of *sabor*. Our crew is a non-hierarchical working collaboration. We thrive with someone that has lots of communication and cooperation skills.

Organization Hiring: BikeVentura) a 501(c)(3) non-profit. www.bikeventura.org

Please send all correspondence to: thebikeHUBsquad@gmail.com or

BikeVentura
490 N. Ventura Ave.
Ventura, CA 93001
You can also call our office at (805)641-2665

Classification: Part-time, full-time, Flexible, Compensation: hourly. We will work with the right candidate's availability.

Location: Ventura

Hourly Rate: Competitive, dependent on experience

Skills (NOT required, but preferred)

- Ability to multitask in a busy environment
- Experience and skills in teaching, training, coaching, advocating, and working with the public.
- Ability to create fun warm welcoming atmosphere
- Desire to advocate for racial justice and equity in community and work environment
- Background in Community based projects (personal, non-profit, community service)

BikeVentura is a charitable non-profit, 501(c)(3) organization. ID# 26-2180702. Your gift is tax deductible as a charitable contribution. No goods or services were provided to you in consideration of this gift.

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• www.bikeventura.org

BikeVentura



- Experience with or desire to learn bicycle mechanics
- Bilingual Spanish/English
- Riding experience and knowledge of local routes

Job Duties

- Run Open Shop, assist volunteers, and help provide a positive educational experience for clients.
- Facilitate and educate volunteers in safe space policies, empower them to care for safe space
- Operation of Cash register including sales as well as opening and closing.
- Prepping shop before/after hours for a successful day.
- Greeting and signing in everyone while welcoming them into the space
- Communication with other staff to maintain a healthy and successful shop.
- Educate people about our space/mission and recruit new volunteers
- Help with volunteer care and appreciation, developing a relationship of trust and respect with boundaries.
- Attend staff planning and training meetings
- Participates in staff development
- Assist in bicycle safety classes for the public.
- Creates an efficient and welcoming open shop environment

BikeVentura's mission is to grow a safe, healthy community through equitable bicycle education, empowerment, and advocacy. We are seeking to give opportunities to applicants that are traditionally marginalized in this type of work. Queer, trans, women, POC, and differently-abled applicants are strongly encouraged to apply.

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