

EMPLOYMENT OPPORTUNITY (Student Job)

Position: Teaching Mechanic

Organization: Bikechain (bikechain.ca)

Location: Toronto, Ontario

The Organization:

Founded in 2005, Bikechain is a not-for-profit corporation, whose mandate is to provide a free, educational bicycle repair facility and lending program, to promote the use of bicycles as a form of sustainable transportation, and to educate the public about safe cycling and repair.

At the core of Bikechain's operations are its educational DIY repair shop and free bicycle lending program for U of T students. Bikechain also operates bicycle-related seminars and events, and spearheads various initiatives to promote cycling on U of T campus and throughout the city.

The Position:

Key responsibilities include:

- Assisting Bikechain participants with repair and maintenance
- Running the Bikechain bike lending system: checking bikes in and out, training volunteers on the system, doing maintenance, and building new bikes for lending
- Assisting the Shop Manager with coordinating the day-to-day operations of the repair shop
- Supervising and training volunteers
- Animating the Bikechain space
- Processing transactions with Quickbooks and Square
- Other duties as directed by the Shop Manager and Executive Director

Other responsibilities may include:

- Planning and running educational seminars both on site and off site
- Helping to develop advocacy campaigns that raise the profile and advance the mission of the organization
- Increasing visibility through outreach within the University (events, liaising with diverse groups, increased media attention, etc.)
- Supporting WTF* programming for women, trans and gender non-binary participants

Minimum Qualifications:

- Experience in bicycle mechanics or an interest and willingness to learn
- Exceptional patience and a friendly demeanour
- Experience handling money in a workplace
- Punctuality and reliability in opening and closing procedures

- Desire to help others learn about bicycle mechanics and cycling
- Ability to take and give direction
- Ability to work within and maintain an anti-oppressive environment

Additional Qualifications:

- Previous experience supervising staff or volunteers
- Previous experience working or volunteering in a bicycle repair shop
- Experience working with campus groups or not-for-profit organizations

Requirements for Student Status:

- (a) is between 15 and 30 years of age (inclusive) at the start of employment;
- (b) was registered as a full-time student during the preceding academic year;
- (c) intends to return to school on a full-time basis during the next academic year;
- (d) is a student in a secondary, post-secondary, vocational or technical program;
- (e) is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act** and;
- (f) is legally entitled to work according to the relevant provincial / territorial legislation and regulations

*Foreign students are not eligible.

Terms of contract:

- Compensation – \$15/hour
- Hours: 30 hours per week, including regular evening hours
- Contract is for 8 weeks, beginning on June 25 and ending on August 17.

To Apply:

Please email a cover letter (one page max) and resumé to bikechain AT utoronto.ca with the description 'Teaching Mechanic' in the subject line:

The deadline for application is June 15.

We appreciate all applications; however only those selected for an interview will be contacted.

At Bikechain we strive to be an equal opportunity employer, and welcome applications from diverse backgrounds and communities. Preference for this position will be given to aboriginal students and visible minorities.

Please contact us if you require an accommodation, and we will work with you to meet your needs.