



JOB POSTING

BICYCLE VALET CO-COORDINATOR: BICYCLE COLLECTIVE

The Salt Lake City branch of the Bicycle Collective currently has a seasonal opening for Bicycle Valet Co-Coordinator.

The Bicycle Collective parks approximately 10,000 bikes at nearly one hundred events each year. Valet Coordinators are the most visible members of our organization, making this a great opportunity to represent the Bicycle Collective and recruit people to get involved while supporting cycling in Utah on a massive scale. The ideal candidate will enjoy bicycling and outreach, will have excellent people skills, and will demonstrate the ability to operate professionally under pressure.

Qualifications:

- Must have a valid Utah driver's license
- Must have a clean driving record
 - No major moving violations in the past four years (DUI, reckless driving, etc.)
 - No more than three minor moving violations or two at-fault accidents in the past three years
- The event schedule varies from week to week, but serious candidates must be willing and able to work evenings and weekends from May through September
- Must be friendly, courteous, patient, and able to effectively resolve conflicts
- Must be prompt, reliable, and responsible
- Must be able to lift and carry 35 pounds
- Experience driving and backing a truck and trailer preferred
- Experience handling cash preferred

Responsibilities:

- Load, secure, and drive a truck and trailer
- Coordinate with event staff and work with Bicycle Collective volunteers to set up and break down the valet corral
- Carefully and considerately secure and attend bicycles while their owners are absent
- Supervise, teach, and assist on-site volunteers
- Represent the Bicycle Collective, sharing information about our various charitable and educational programs
- Track and report metrics such as number of bikes parked, number of volunteer hours served, etc.
- Process charitable donations
- Work with SLCBC administrators, other valet staff, and volunteers to coordinate schedules and ensure all events are staffed

Compensation: \$12.00 per hour

Location: Salt Lake City Bicycle Collective, 2312 S. West Temple, Salt Lake City, UT

To apply: Submit a cover letter and resume to jobs@bicyclecollective.org with the subject heading "Bicycle Valet Coordinator application". This position is open until filled.

The Bicycle Collective is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

The mission of the Bicycle Collective is to promote cycling as an effective and sustainable form of transportation, recreation, and as a cornerstone of a cleaner, healthier, and safer society. The Collective provides refurbished bicycles and educational programs to the community, focusing on children and lower income households.