

## Introduction from Gregory Kinsman-Chauvet, Founder and Cycling Enthusiast Officer (CEO)

It is an inspiring time to join Bike for Good as it plans to take its award-winning programmes to a national level.

We've launched Scotland's first bike mechanic traineeship for women and non-binary and became Scotland's first [Cytech](#) training centre. As well as our fantastic New Scots project offering skills, training, and cycling activities to over 80 asylum seekers and refugees.

In addition, we've piloted the world's first impact-led bicycle subscription scheme. A real opportunity to develop this circular economy model in collaboration with other organisations. And a lot more you can find out [here](#).

Bike for Good is Glasgow's go-to community cycling organisation and one of the largest ones in the UK. We're ready to develop our most innovative solutions for the Scottish (UCI 2023, Cop26) and the UK national level!

With the upswing in interest in cycling and the growth of the cycle industry, we have a fantastic opportunity for our social enterprise to grow its profit to deliver more social impact outcomes, whether as a customer or a beneficiary user. Exciting times!

*"You do not need to be a cyclist to ride a bike"*

Peter Walker, Bike Nation

We look forward to meeting candidates who are up for the unique and important challenge of taking Bike for Good forward at what is an exciting time for the organisation and the cycling community in the UK.



## About Us

Bike For Good is a cycling charity based in Scotland, **our mission is:**

*We enable people to ride a bike. We believe that cycling is the most effective and sustainable form of transport; we believe it enhances our chances for a healthy life and environment.*

Founded in 2010, Bike For Good sells and services refurbished bikes runs maintenance classes, provides cycle training, and delivers community programmes, changing lives for the better through cycling. Bike For Good welcomes new or existing cyclists to engage with their cycling community hubs. Beneficiaries include bike lovers, curious commuters, those with physical and mental health conditions, young people, refugees and asylum seekers, and those who have never cycled before in their lives.

The organisation's funding comes from the sale, donations and grants.

The Bike For Good team comprises cycling enthusiasts, professional bike mechanics, and a dedicated delivery team working with various community centres.

More information: <https://www.bikeforgood.org.uk/>



## Vision

*“A healthy and inclusive environment where everyone in the community benefits from more people cycling”*

## Mission

*“We enable people to ride a bike. We believe that cycling is the most effective and sustainable form of transport; we believe it enhances our chances for a healthy life and environment.”*

## Values

### **Passionate**

We are passionate about cycling as a tool for positive change.

### **Supportive**

We work at the heart of communities, empowering people and building partnerships. To make this happen, we nurture a collaborative work environment.

### **Expertise**

We continuously develop our skills and share them with our volunteers and staff throughout the community.

### **Environmentally aware**

We protect and preserve the environment for the benefit of all.

## Strategic Themes

- People - Invest in our teams (volunteer and staff)
- Finance - Establish a financially robust Social Enterprise
- Users and customers - Deliver outstanding service
- Impact - Embed better ways to monitor and report

# Job Description

## Job Title - Women and non-binary Coordinator

**Salary** - Grade 3 Band 1 £26,582.98 per annum

**Location** Glasgow area / hybrid

**Contract** Fixed Term until 31st March 25 - 37.5 hours per week

## Purpose

The Women and Non-binary Coordinator will oversee the successful delivery of the specific projects and cycle training for this group.

The postholder will directly support women and non-binary people with their training, and they will also engage with community groups and other minority groups. They will also manage the coordination of training in a wide range of settings which will include on-road cycle training, group rides and e-cargo bike training. Developing strong partnerships with individuals, and community-based services are key to this role.

## Key Responsibilities

Design, coordinate, and deliver cycle training activities for Bike for Good, including one-to-one, group cycling sessions and group-led rides.

Manage the cycle training booking process, ensuring effective communication with members of the public.

Promote and deliver income activities from the Active travel cycle training offer to contribute to the income targets the department is responsible for.

Promote cycle training and other services offered by Bike for Good at events, conferences, and networking opportunities.

Participate effectively in monitoring and evaluating cycle training in line with pre-agreed evaluation models.

Develop and maintain working relationships with partners and stakeholders.

Maintain health and safety standards including risk assessments for all cycle training and led ride activities.

Any other relevant activity as required.

## Person Specification

### Essential:

Cycle Trainer Qualification and proven track record of delivering Cycle Training to a variety of audiences.

Ride Leader Qualification and proven track record of managing group rides

Knowledge of current good practices in Equal Opportunities/Diversity and experience in incorporating this into project design and delivery

Excellent written, spoken and presentational skills

Professional and patient approach to teaching

Ability to manage multiple tasks

Able to set own priorities and deliver within agreed timescales

Ability to work as part of project partnership and contribute effectively in a team

Adequate understanding of bike maintenance

Flexible in terms of travel and working hours including weekend and evening work

### Desirable

Experience of delivering a cycling project

Experience managing budgets

Experience marketing services with a strong social impact

Experience of social impact monitoring

Qualified Cycle Trainer

Driving Licence

Cycle Trainer Plus qualification

Experience in planning and facilitating a range of events, including meetings, community events, training events, conferences, networking events etc

Experience of working in or with Local Authorities, NHS, private, third and the voluntary sector



## Bike for Good Benefits, Reward and Recognition Provisions.

Pension Scheme	Eligible employees are automatically enrolled in Nest's Bike for Good Pension scheme within three months from their start date. At present, Bike for Good contributes 3%, with employees contributing 5% (less tax relief)
Stress Counselling Helpline	Confidential service is provided by a team of Counsellors who are qualified and experienced in assessing work-related problems.
Annual Holiday	37 days per leave (pro rata for part-time staff)
Enhanced Sick and absence pay	Company paid sickness absence in accordance with the Absence from Work Policy.
Enhanced Jury Service	Full salary paid during Jury service minus deductions for expenses received from the court.
Bike Purchase / Cycle to Work Scheme	✓
Staff Discounts on Cycling	✓

Goods and Services	
Flexible working Practices	<input checked="" type="checkbox"/>
Long service recognition - 5, 10 and 20 years	<input checked="" type="checkbox"/>

Staff Survey Have your say in the quarter and annual anonymous staff surveys.



## How to Apply

Please complete our [online equal opportunities form](#)

And fill in the attached application form and return it to:

[laura.ferguson@bikeforgood.org.uk](mailto:laura.ferguson@bikeforgood.org.uk)

**Please state the job title in the subject line.**

DEADLINE: Sunday 28th April midnight

If you require further information or a confidential discussion, please contact us.

Bike for Good is committed to ensuring that people under-represented in cycling are supported and encouraged at every step in their cycling journey. To achieve this, we want to build an inclusive and representative community, both within our organisation and in the communities we work. As an organisation, we are committed to attracting, developing and retaining the best people for Bike for Good and the communities we serve. Everyone will be respected and valued for their contributions.

We encourage people that identify with a marginalised background to apply for our roles. However, all applications are welcome and will be treated fairly and equally. Please contact us if you need additional support or information to aid your application.

You can read more about our work to increase diversity and inclusion in cycling here on our website: <https://www.bikeforgood.org.uk/about-us/equality-diversity-and-inclusion/>

Bike for Good are a Disability Confident and Real Living Wage Employer.

