



**Assistant Program Coordinator**  
**Two Positions**  
**8 week summer contract**  
**Deadline: June 5/2016**  
*Position pending funding approval*

**The Vision:**

New Hope Community Bikes in Hamilton is looking for two (2) Summer students for the role of Junior Mechanic/Shop staff. This person will work in a variety of roles to assist NHCB in all of its program areas. NHCB is a small not-for-profit charity that functions as a learning hub for building and repairing bikes, offering safe cycling education, providing access to affordable transportation, and fostering a rich and inclusive cycling community. The employee will work in the sport and recreation sector, supporting the development of health and active lifestyles through the provision of cycle safety programming, bicycle repair education and refurbishing bikes to be sold as affordable transportation.

**The Fit:**

The ideal candidate for this position should have experience working with youth in an education capacity. This person is someone who rides their bike on a regular basis, and is committed to cycling as a viable form of transportation.

**The Skills:**

Potential applicants should have a passion for: cycling, working with children and youth and a desire to see cycling culture grow in Hamilton. She/he should also have the ability to complete basic bicycle repairs or an aptitude for learning these skills. This is a full-time (35 hours/week) 8 week summer contract, with the possibility of extension. Hours of work will be scheduled to provide adequate shop support for our storefront location including regular Saturday shifts as well as our school programming that runs until the end of the school year.

Expected education level:                      Currently Enrolled in High School

Compensation:                                      \$12.00/hour - 35 hour work week

Required Skills:

- Excellent customer service
- Some public speaking and presentations to a variety of age groups
- Basic cycling abilities and knowledge of the Highway Traffic Act
- Mechanical abilities, able to learn basics of bike repair
- Able to teach to a variety of learning styles
- Ability to lift and move bicycles in and out of storage

To apply please send a resume and cover letter to:

E-mail

Andrew Hibma c/o  
[info@newhopecommunitybikes.com](mailto:info@newhopecommunitybikes.com)  
905-545-1991

In Person/Mail

New Hope Community Bikes  
1422 Main St. E  
Hamilton, ON  
L8K 1C3

For more information please do not hesitate to call or visit  
[www.newhopecommunitybikes.com](http://www.newhopecommunitybikes.com) Facebook: New Hope Bikes

#### About Us

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New Hope Community Bikes is a registered charity that exists to: provide safe cycling education, affordable transportation through refurbishing donated bikes, and teach basic repair skills to promote cycling as a sustainable and affordable transportation alternative.

1422. Main St. E. Hamilton, ON  
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