

Ithaca Bike Rental Associate

- Are you an experienced cyclist or bike enthusiast??
- Does the idea of helping youth and adults explore Ithaca on two-wheels excite you?
- Do you love to interact with a variety of people in an open workshop environment?
- Would you enjoy working in a professional, clean, and respected team setting?

If so, we need to meet! The **Ithaca Bike Rental** is looking for an **IBR Associate** to join our team.

Our Organization:

The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.

A summer job at the Ithaca Youth Bureau (a City of Ithaca department) is waiting for you! The IYB is committed to a work environment that is equitable, where each individual can thrive. The IYB provides youth from diverse backgrounds with the tools they need to build a successful life for themselves and change the world for the better. We believe that all citizens can be physically, mentally, and spiritually healthy, as well as socially and civically engaged. We help prepare youth, from all backgrounds, to live successful lives as adults by providing a variety of recreation and youth development opportunities that will help youth develop to their full potential.

Through Outings, a program at the Ithaca Youth Bureau, we provide a variety of adventure programs for youth in Tompkins County. Outings has many components and programs for youth including Ithaca Bike Rental.

Ithaca Bike Rental (IBR) is a premiere bike rental company located in Tompkins County. We have a variety of bikes in different sizes and styles, comfortable seats, and add-ons like baskets or a tow behind trailer. The IBR mission is to provide a safe, fun, and healthy way for community members and visitors to experience the outdoors and all Ithaca has to offer. We rent bikes to the general public and offer biking experiences to youth groups.

This role is the perfect next step for you to grow and succeed within the cycling industry. Reach out if you have the ability to communicate effectively with a team & customers, have experience in customer service, and have passion for the environment and working with local businesses. Experience with bicycle mechanics is not required but welcomed.

Position: IBR Associate (mid-June 2023 – August 2023, with the possibility to extend into the Fall; see Program Coordinator for all dates)

Duties include:

- Communicating with community members via phone and email
- Bike Rental Transactions
- Scheduling of the Bike Fleet
- Bike fleet record keeping
- Assist with bicycle maintenance
- Delivering bicycles and other equipment

- Assisting Program Coordinator and Program Leader as needed

The ideal candidate will have experience and enthusiasm for outdoor activities such as biking and other outdoor pursuits, as well as a general knowledge of the greater Ithaca area and Tompkins County to assist customers. Staff need to exercise good judgment and at times adapt quickly to changing circumstances. Candidates should have experience working in customer service.

Additional Qualifications (helpful, but not required):

- First Aid and CPR Certification
- Basic bike maintenance
- Experience as a bicycle mechanic
- Driving a 14-passenger van; hauling a trailer

This is a full-time position, approximately 35-40 hours per week.

Pay: \$18 - \$22/hr. – based on experience

Contact: Kim Olsen *E-mail:* kolsen@cityofithaca.org *Phone:* 607-273-8364, x2143

We will be accepting applications until 5/24/2023.