



## **Job Opportunity**

Mid-May to Mid-August (10 weeks)

30 hours per week, \$10.25 per hour

CYCLE Kingston is a local charity whose mandate is to provide cycling education and cycling skills training to encourage safe, healthy, community-friendly transportation choices in the City of Kingston

We are hiring Cycling Ambassadors to work together to promote cycling by organizing program activities and by participating in community events.

- 30-hour work week, no overtime pay
- flexible schedule, some evenings and weekends
- Mid-May to mid-August 2011 (possible extension, dependent on funding)
- \$10.25 an hour

*Please note that this position is funded by the Canada Summer Jobs program and in order to be eligible, applicants must be returning to school full-time in September 2011*

### **The role of a Cycling Ambassador**

Encourage safe cycling in Kingston by:

- Being a visible presence modeling responsible bicycle use in the community
- Providing cycling safety awareness information to the community
- Involvement with Cycle Kingston's courses and presentations on cycling safety and skills for youth and adults through a variety of educational programs in various settings

### **What we require of a Cycling Ambassador**

- must successfully complete safe cycling training course during the first two weeks of work
- must be physically fit and able to perform duties outside, all day, in any weather
- must be ready and able to work a flexible schedule with some weekend and evening work
- must pass a police criminal record check (CPIC)

## **Skills a Cycling Ambassador must have**

- ability to speak in an effective, engaging, and dynamic way to groups and individuals, including children and teenagers, in both informal and formal situations
- respect for people regardless of their background, income level, ethnicity, culture, age, disability, or sexual orientation
- strong ability to be self-motivated
- independent problem-solving skills
- ability to work cooperatively
- cycling experience and willing to ride in any weather

## **Qualities that will be a positive addition to the application**

- completion of certified safe cycling training
- bike maintenance and repair experience
- ability to work with computers – record keeping and report writing
- experience communicating with the media
- fluency in French

## **Notes:**

- You must have your own properly-maintained bicycle, equipped with required lights and reflectors; helmet; and other gear (rainwear etc.). Carrying rack and panniers would be helpful.

## **Application Process and Deadline**

To apply, please submit a résumé and cover letter briefly describing your cycling and related experiences you feel make you a good candidate for the position. Submit your application by **Monday, April 25, 2011** to:

Mail:           Cycle Kingston, Inc.  
                  P.O. Box 1002, Stn Main  
                  Kingston, ON, K7L 4X8

By email:      [info@cyclekingston.ca](mailto:info@cyclekingston.ca)

**Questions?** Call Hal Cain at 613-548-3514 or send an email to [info@cyclekingston.ca](mailto:info@cyclekingston.ca)

Cycle Kingston, Inc. is an equal opportunity employer and organization. Persons applying for this position will not be discriminated against based on race, religion, gender, sexual orientation, or disability. All qualified individuals are invited to submit an application.