Seasonal Outreach & Community Engagement Team

**Position Type:** Seasonal, full-time or part-time

**Position Overview:** WE-cycle is seeking a motivated and enthusiastic individual to join the WE-cycle team helping to promote WE-cycle throughout the Roaring Fork Valley. The position requires confidence in communicating in both English and Spanish. Schedule will vary based on the WE-cycle event schedule. The position can be full-time year-round for a strong candidate.

**Primary Responsibilities**
- Outreach | Events | Community Engagement
  - Primary staff representative at all WE-cycle events and valets
    - Host WE-cycle events and bike valets, as schedule requires
    - Connect with community members and engage potential riders through varied outreach opportunities such as, but not limited to bus stops, community events, education, etc
  - Support in the implementation of WE-cycle’s community outreach, business to business, and collaborative partnerships goals

**Supporting Responsibilities**
- Bilingual Customer Support
  - Provide riders with professional, polite, and enthusiastic assistance by phone and email
  - Provide rider sign up support on both website and app platforms
- Operations – support colleagues in various aspects of day to day operations

**Job Requirements**
- Verbal and written communication in English and Spanish
- Outgoing personality and comfort speaking to riders and partners
- Ability to flex schedule to attend events
- Competent with computer and app-based systems
- Drivers license & clean driving record

**Organizational Standards**
- Team player with a can-do attitude
- Willingness to support organization-wide initiatives and priorities
- Comfortable working independently
- Ability to move between various tasks easily and quickly learn new skills
- Aligned with organizational goals

**Compensation and Benefits**
- Starting salary/wage of $20+/hour, depending on experience
- Flexible schedule to accommodate the mountain lifestyle
- $70 monthly grocery vouchers, 100% paid commuter bus passes, cell phone reimbursement and more