

FREE BIKES 4 KIDZ OMAHA (www.fb4komaha.org)

Bike Mechanic/Warehouse Manager

Part-time/Seasonal: 15-20 hrs/week, September-December

Who We Are: Free Bikes 4 Kidz Omaha is a nonprofit organization that collects gently used bikes from the public on an annual collection day at the end of September, and then spends a few months having volunteers clean these bikes in preparation for a giveaway day in early December. The collected bikes are then gifted to other nonprofit organizations that serve Omaha youth. Our mission is to get bikes and new helmets to underserved populations in the metro, at no cost to recipient families. We are seeking 1-2 skilled bike mechanics for seasonal part-time work during our 2024 campaign.

Job Description: Must be a skilled Bike Mechanic. Employment will begin once regular volunteer shifts to clean bikes start in October. As a Bike Mechanic, once bikes are cleaned, you will be responsible for performing repairs, maintenance, and assembly of donated bicycles to ensure they are safe and in excellent working condition for our recipients. You will work with a variety of bike types, from kids' bikes to mountain bikes to road bikes, ensuring each bike meets quality and safety standards. You will be responsible for overseeing all volunteers, managing inventory levels and requesting supplies, ensuring efficient space utilization within the warehouse (location TBD) and keeping a safe and clean environment. Your role will involve instructing volunteers on what to do as they arrive for shifts and assisting with any questions they may have.

Key Responsibilities:

- Diagnose mechanical issues and perform repairs on bicycles, including brakes, gears, chains, tires, and other components.
- Assemble new bicycles according to manufacturer specifications and quality standards.
- Keep the workshop clean, organized, and stocked with necessary tools and parts.
- Supervise volunteers by instructing and guiding them on their responsibilities.
- Always be ready and able to answer volunteer questions.
- Keep track of inventory for bike parts, cleaning supplies, snacks, etc. and request more when stock runs low
- Keep a safe, organized and clean warehouse at all times.

Requirements:

- Proven experience as a Bike Mechanic, with a strong understanding of bicycle mechanics and components.
- Proficiency in using bike repair tools and equipment.
- Strong attention to detail and commitment to quality workmanship.
- Ability to work independently and efficiently manage time.
- Excellent leadership and interpersonal skills, with the ability to effectively manage a diverse team.
- Must be able to work 1-2 evenings per week and Saturday mornings
- High school diploma or equivalent.

Benefits:

- Competitive Wages: \$20-22/hour
- A supportive and inclusive work environment within a thriving cycling community

Inquiries: Please email your resume or a summary of your experience and qualifications to our Volunteer Coordinator Kara Jennings at volunteer@fb4komaha.org.