



## Logistics /Bike Mechanic Specialist Job Description 2011

The American Youth foundations' Miniwanca is a non profit organization which through its mission strives to inspire young people to discover and develop their personal best, to seek **balance** in **mental, physical, social** and **spiritual living** and to make a **positive difference** in their **communities** and in the wider world.

This positive youth development organization is seeking energetic, fun individuals who would like to be involved in supporting the Four Trails adventure trips and in-camp programs. Logistics specialist/ bike mechanic will support our biking adventure trips by maintaining our 70+ bike fleet, train campers and adventure trip leaders in bike maintenance and road safety. The role also supports other logistics staff in the management of trip equipment and gear, food pack outs and return and the safe transportation of groups.

### Responsibilities

- Commitment from May 23<sup>rd</sup> to July 31<sup>st</sup> .
- Manage the bike repair shop and our 70+ bike fleet (Bianchi& Marin Hybrid, Gary Fisher mountain, Giant Transcend, Specialized Rock Hopper hybrid and assorted road bikes) making repairs, purchases and inventories when necessary.
- Safely transport groups and equipment to and from trip locations using a 15 passenger van and trailer. Support the canoeing, biking, hiking, sea kayaking and canoeing trips providing assistance to both campers and staff.
- Train adventure trip leaders in bike maintenance and road safety skills while also assisting the camper bike maintenance teaching sessions held prior to each trips departure.
- Issue/de-issue out camping gear and equipment, food pack out and return .
- Assist in camp transportation and program needs when necessary.
- Participate actively in camp activities and councils when possible.
- Role model the AYF mission and values.

### Qualifications

- Minimum 21 years of age
- Experience and or knowledge of bike maintenance and repair
- Bike riding/ touring experience
- Clean driving record
- Good organizational and decision making skills
- Ability to work alone and in a team
- Able to live in camp conditions and possibly trail conditions when transporting groups to trip sites
- Strong positive work ethic and a passion for youth development
- Previous experience in the camp field helpful

### Benefits

- Weekly wage \$250 (10 weeks).
- All meals and housing provided during staff training and program.

Please visit our website [www.ayf.com](http://www.ayf.com) for more information on the American Youth Foundation, our programs and [online job applications](#). Alternatively, submit resume and cover letter to: Gabrielle Darroch, Four Trails Program Coordinator - [gdarroch@ayf.com](mailto:gdarroch@ayf.com).

*The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position.*