



## Safe Routes to School (SRTS) Instructor

### Organization Overview:

Fort Collins, Colorado is recognized as one of the most bicycle friendly cities in the country. Bike Fort Collins (BFC) contributes to this accolade as a growing active transportation 501(c)(3), delivering on four primary programs, as well as a number of smaller initiatives and events. These primary programs include: the development of the Bike Friendly Business Network, Safe Routes to School (a partnership with the City of Fort Collins to deliver bike safety education to Poudre School District students), Fort Collins Bike Share, and our Active Living initiative to promote inclusion and access to active transportation in marginalized and/or distressed communities in Northern Colorado.

### Position Overview:

We are seeking enthusiastic cycling advocates to provide bicycle and pedestrian safety education to school aged children, ranging from pre-school to high school. Our Safe Routes to School (SRTS) program works with students ages 3-18 years within the Poudre School District in elementary schools, middle schools and high schools. In leading its delivery, the curriculum entails classroom settings (teaching rules of the road) and skills course and on-street settings (practicing skills and executing safe bicycling etiquette). In addition to teaching the curriculum, SRTS Lead Instructors work very closely with school administrators, teachers, parents and other adult volunteers in planning, coordinating and delivering the curriculum, as well as completing back-end reporting. Flexibility exists to work with select age groups, such as elementary only, or elementary and middle school only, etc.

### Job Responsibilities:

Depending on the school level and/or age of the kids, instructors will be specifically involved in a variety of tasks, such as:

- Properly fitting helmets on kids
- Properly teaching how to inspect bicycles prior to using them
- Setting up and taking kids through Learn-to-Ride areas and instructing new riders
- Setting up and taking kids through Skills Courses/ Bike Rodeos
- Administering pre and post-quizzes at Skills Courses/Bike Rodeos
- Administering the *Legal or Not* quiz at middle or high schools
- Teaching rules of the road including proper hand signals
- Hauling bikes, traffic signs and other equipment (as part of the Skills Course set-up)
- Teaching volunteers the skills needed to support events, and overseeing volunteers
- Keeping students and volunteers safe
- Riding along on practice bike rides on trails and streets
- Reading to pre-K students and leading other activities such as helmet decorating

**Required skills/experience/competencies include:**

- Enjoying working with kids of all ages
- Having a commanding sense for the rules of the road for the state of Colorado
- Able to stand for long periods of time and lift many bicycles
- Able to use Google Docs
- Having a flexible schedule (from September to mid-November, mid-February to May)
- Participating in 20-hours of volunteer training prior to employment
- Completion of Smart Cycling Class/Certificate
- Completing BFC Safe Routes to School Instructor Training (within 3-months of employment)
- Registration as a PSD volunteer, including passing the volunteer background check
- Able to attend occasional SRTS trainings and meetings

**Desired traits include:**

- Energetic
- Trustworthy
- Dependable
- Patient
- Diplomatic
- Teamwork
- Positive attitude

This is a part-time position located in Fort Collins, Colorado, reporting to the SRTS Instructional Coordinator. It is primarily a work on-site (at various school locations) position.

If this sounds right for you, please send a letter of interest and/or resume to [careers@bikefortcollins.org](mailto:careers@bikefortcollins.org)