



Lead Instructor

Estimated 25-30 hours per week with benefits (September through mid-June, summers off)

\$35.00 - \$40.00 per hour based on experience

About Marin County Bicycle Coalition

Marin County Bicycle Coalition (MCBC) is dedicated to creating a healthy, connected, and sustainable Marin by promoting cycling for everyday transportation and recreation. Founded in 1998, MCBC represents a broad constituency of people in Marin County who value bike and pedestrian-friendly communities. Marin County Bicycle Coalition delivers the Safe Routes to Schools education and encouragement programs.

About Safe Routes to Schools

Marin's nationally acclaimed Safe Routes to Schools (SR2S) program gives students access to safe, healthy, environmentally friendly travel to school. Started in 2000 by the Marin County Bicycle Coalition, the pilot's success resulted in federal funding to implement Safe Routes to Schools in all 50 states. Marin SR2S continues to be a national leader with new, innovative programs.

About this Position

Safe Routes to Schools seeks a Lead Instructor whose primary responsibility will be collaborating with Instructors to teach 10,000 second to twelfth-grade students across 50 Marin County schools each year. The Lead Instructor is central to the program's continued success and innovation. *The program schedule follows a traditional school calendar year and is ideal for someone who would benefit from time off coinciding with school vacations.*

This position calls for an educator passionate about improving students' health and vitality through walking and biking to school. The Lead Instructor must exude personal enthusiasm, instill confidence in students, and teach the skills necessary to walk and

bike safely, preparing students for a lifetime of healthy transportation choices. The Lead Instructor will be required to interact professionally with schools and partnering organizations, including students, Principals, teachers, and parents from diverse communities throughout Marin, using culturally sensitive adaptations to address the needs of vulnerable constituents.

The position requires a self-driven individual with outstanding verbal and written communication skills. The candidate must also be independent and organized, flexible and collaborative, and passionate about making active travel safer for tens of thousands of Marin's families.

KEY RESPONSIBILITIES

- Develop and deliver an interactive bicycle (including e-bike) and pedestrian safety curriculum for 2nd - 12th grade students and their families.
- Lead the delivery of bicycle and pedestrian classes on school campuses; manage logistics for scheduled classes; direct other instructors; maintain bicycle fleet and equipment.
- Drive a truck and trailer to school campuses, chalk, and set up cones and equipment for the courses.
- Lead *Family Biking* workshops and middle/high school bike field trips, including route planning and instructional rides on roads and pathways for students and their parents/guardians (some weekends required).

REQUIRED QUALIFICATIONS

- Experience teaching bicycle and pedestrian safety education to children and adults
- Stellar classroom management skills; adept at managing large groups of students with ease
- Outstanding verbal and written communication skills for curriculum development, lesson planning, delivering classroom instruction, staff oversight, and marketing outreach
- Proficiency in Microsoft Office Suite, Google platforms, and social media: PowerPoint, Word, Excel; Google Forms/Sheets; Facebook and Instagram; Experience with audio-visual equipment. Video editing skills are a plus.
- Charisma and diplomacy with a variety of stakeholders
- Flexibility and reliability to meet varying school schedules throughout Marin, including arriving at school campuses before the start of the school day; no two schools or days are the same.
- Stamina: Able to teach a full school day of indoor and outdoor classes, lift up to 40 pounds, and drive a truck and trailer
- Detail-orientated and high organization skills to work independently at school sites and from home.
- Sensitivity and understanding of issues facing diverse Marin communities

DESIRED QUALIFICATIONS (if you are interested in the position and do not have all of these, please still consider applying)

- League of American Bicyclist Certified Instructor (LCI)
- Experience working with elementary, middle, and high school students
- Experience with staff management or oversight
- Bilingual or some Spanish proficiency
- Associate Degree

The position reports to the Safe Routes to Schools' Program Director. The Lead Instructor position follows a standard school calendar from early September to mid-June. You will have the Summers off. Workdays are an average of 25 to 30 hours, Monday through Friday, and vary from week to week depending on the weather, school schedules, and the ability of the applicant to assist with other aspects of the Safe Routes to Schools education and encouragement programs on an as-needed basis. Occasional afternoons and weekends are required.

Benefits include health care. Part-time employees earn holiday and *Paid Time Off* benefits on a prorated basis according to the number of hours the employee regularly works. Nine holidays and the four workdays between Christmas and New Year are observed and paid. Summers are unpaid unless the employee is scheduled to work. MCBC also provides the necessary equipment and a stipend for a work-from-home office. To learn more information about Marin Safe Routes to Schools, visit www.Saferoutestoschools.org

TO APPLY

Applicants must send a cover letter and resume to jobs@marinbike.org with the subject line "Lead Instructor—[*Your Full Name*]." We will contact you within a week if your qualifications match our requirements.

Emails only, no phone calls, please.

MCBC is committed to a diverse and inclusive workplace. MCBC is an equal opportunity, fair chance employer. It does not discriminate based on race, national origin, gender, gender identity, sexual orientation, protected veteran status, disability, age, or other legally protected status.