



**Assistant Coach**  
**Bicycle Coalition Youth Cycling**  
**Bicycle Coalition of Greater Philadelphia**



**JOB TITLE:** Bicycle Coalition Youth Cycling Assistant Coach

**COMPENSATION:** \$12.00/Hour

**START DATE:** February 25, 2019

**END DATE:** June 9, 2019

**PURPOSE AND GENERAL DESCRIPTION**

Bicycle Coalition Youth Cycling (BCYC) is an education program of the Bicycle Coalition of Greater Philadelphia that fosters healthy habits, independence, and leadership in Philadelphia youth through the sport of cycling. BCYC Assistant Coaches support the growth and development of a cycling team of youth ages 12-18 at one of our partner sites during afterschool and weekend programming.

**REPORTING RELATIONSHIPS AND WORK ENVIRONMENT**

The BCYC Assistant Coach will:

- Report to the Youth Cycling Program Manager, Taylor Kuyk-White.
- Mainly work out of the site which their assigned team is located.
- Occasionally meet with the Program Manager at other locations including the Education Headquarters and BCGP office.
- Work with a head coach to meet the goals of your team.
- This is a temporary position with 6-15 hours expected per week.

**DUTIES AND RESPONSIBILITIES**

The BCYC Assistant Coach will:

- Attend three days of orientation and training from 3:00pm - 7:00pm on February 27th, March 1st, and March 5th.
- Coach your assigned team site 2x per week March 11th - June 4th.
- Supervise and support your team during weekend events: April 13th, May 18th, and June 1st.
- Attend Paid Coaches Professional Development Trainings on Fridays whenever possible.
- Act as a positive ambassador for the BCYC program in your cycling network.
- Train and mentor youth to be better cyclists, athletes, and leaders.
- Lead practices and group rides following BCYC safe ride standards.
- Facilitate the implementation of cycling curriculum in traffic, riding, and racing skills.
- Ensure team attendance, positive youth behavior, and safe riding.



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**ESSENTIAL QUALIFICATIONS**

The candidate should have the following qualifications:

- Experience working with youth, even in a volunteer setting.
- Confident in road cycling and urban biking.
- Must be available on two weekdays between 3pm and 6pm and occasional weekends for events.
- Positive, enthusiastic, and engaged presence.
- Ability to remain calm and collected in challenging situations.
- Problem solving skills, creativity, flexibility and self-motivation.
- Willingness to visit any Philadelphia neighborhood on foot, bicycle or by public transit.
- Commitment to following traffic safety laws and using all appropriate safety gear including helmets, lights, etc.
- Commitment to punctuality and consistent attendance.
- Successful passing of PA State Police Criminal Background Check, PA Child Abuse History Clearance, and FBI Fingerprint Clearance required.

**DESIRABLE QUALIFICATIONS**

We prefer candidates with these qualifications:

- 1 or more years experience in bicycle racing.
- 1 or more years experience coaching.
- 1 or more years experience working with youth.
- Fluency in a language other than English, especially Spanish.
- Proficiency with Google calendar, sheets, and docs.
- Familiarity with the city of Philadelphia, its layout, and neighborhoods.

**Please fax, mail or email (preferred) resume and cover letter to:**

Taylor Kuyk-White (Taylor@Bicyclecoalition.org)  
Program Manager, Bicycle Coalition Youth Cycling  
Bicycle Coalition of Greater Philadelphia  
1500 Walnut Street, Suite 1107  
Philadelphia, PA 19102

**APPLICATION DEADLINE: February 1, 2019**

Interviews will be conducted on a rolling basis. Please apply as soon as possible.

*The Bicycle Coalition is committed to providing equal employment opportunity for all persons regardless of race, color, religion, national origin, marital status, political affiliation, sexual orientation or gender identity, disability, sex or age.*