

BICAS Weekend Mechanic Seasonal Position - Job Description

Non-Collective Position

Revised August 2019

Current pay rate: \$13.50

Job Tasks:

1. 2 scheduled shifts Saturday/Sunday (15 hours) in the Community Tools area where your primary duties will be to support customers in bicycle repair and represent BICAS in a pleasant and professional manner.
2. Build used bikes (Floor Bikes) for resale and to gain mechanical experience (secondary to assisting customers).
3. Ability to work all scheduled shifts for the season following BICAS procedures for requesting shift coverage.
4. Read all Collective Meeting Minutes and shop related emails weekly to stay updated on relevant changes to policy or procedure.
5. The Weekend Mechanic may fill additional open shifts on week days if no Collective staff have filled them.

***This is a Non-Collective Position. BICAS is a Collectively run organization governed by our Board of Directors and Collective Staff members. If you wish to join the Collective you are encouraged to apply for a Collective position when open. You may also reapply to continue in a seasonal position at the completion of each season. Scheduling seasons run January - April, May - August, and September - December. Weekend Mechanics are welcome to attend Collective and Committee meetings on a voluntary basis but will only be paid for tasked work.**

Additional Skills:

1. Previous bicycle mechanics experience is required.
2. Personable and self-motivated personality who can work efficiently and effectively on their own, in a group, and one-on-one in a hectic shop environment.
3. Demonstrated ability to work with a diverse population while observing sensitivities and differences.
4. Ability to foster an environment of empowerment and cooperation.
5. Strong communication skills including: interpersonal, electronic, and group settings.
6. Ability to work collaboratively with collective and community members.
7. Ability to multi-task / balance several customers at a time.
8. Passion for bikes and bicycling.

Pay Rate Policy:

The BICAS staff member has the opportunity to grow in the organization based on personal motivation/commitment. The range of pay is adjusted annually in accordance with Arizona's minimum wage. Staff rate of pay increases by \$.50 cents per hour for every 500 hours worked in an attempt to reward experience, long term commitment, and increased participation in the organization. After one year of employment and a positive review, wages automatically jump from BICAS starting wages to experienced wages for **Collective Members**, which will also increase annually. [See full text of Equitable Pay Policy here.](#) Performance will be Peer Reviewed 90-days after hire and annually in/near the month hired. Former employees, in good standing with BICAS, desiring to return must re-apply for a position at BICAS and if re-hired, will receive the rate of pay they were earning when they left our employ or our entry wage, whichever is higher.

Additional Information:

BICAS is a highly rewarding responsibility for those that work as staff but is often a very demanding job. A successful candidate will be familiar with BICAS bylaws, policies and procedures; have an understanding of and desire to implement the mission and vision and long-term goals of the organization; openness to learning and trying new approaches; ability to work unconventional hours when necessary; ability to work in various locations in greater Tucson and attend various committee meetings throughout the year. Please look through the rest of our website for additional information about us. www.bicas.org

BICAS employees and the volunteer board of directors form the non-hierarchical BICAS collective. The collective is the base for all major decisions regarding the organizations' structure and policies. For this reason it is of the utmost importance that all members participate in the collective process. We use consensus-based decision processes in our Collective meetings. The BICAS collective strives to provide its employees with a living wage based on its current annual budget which is why we need all collective members to be involved with advancing the organization and involved in fundraising activities.

New hires are not eligible for extended leave within 6 months of hire date. Unapproved leave of 60 days is considered job abandonment.

This position requires awareness and passion about social and environmental sustainability, local economics and bicycle mechanics, cooperative involvement and collective decision making. Operating a bike project to these standards in an institutional environment and larger community takes tenacity and passion. Successful candidates will be experienced organizers who are interested in working hard and being flexible in order to get things done. This position requires representing and advocating for BICAS in the greater Tucson area.