



## COMMUNITY OUTREACH SEASONAL INTERN – Bike Again

***This position has the following requirements as per the Job Creation Partnership funding. Please ensure you meet the requirements below before applying.***

- You are a Canadian citizen or permanent residents legally entitled to work in Canada,
- You are LMDA eligible (details below)
- You have been previously attached to the labour force for a minimum of 24 months

**To be LMDA eligible, individuals must meet one of the following:**

- Have a current Employment Insurance (EI) claim;
- Have received benefits under the EI emergency response benefit within the previous 60 months;
- Have had an EI claim that ended within the last 60 months;
- Have been employed with gross insurable earnings of \$2000 or higher annually, in at least 5 of the last 10 years

**Please note:** Hours worked in a JCP position cannot be counted toward an EI claim.

For more information please review: [Job Creation Partnerships | Employment Nova Scotia | Government of Nova Scotia](#)

## VALUING LIVED EXPERIENCES

EAC's vision is of a just and vibrant world of respect, belonging, and ecological resilience. As a team we are working to decolonize, further equity, and dismantle the harmful systems at the root of the interconnected crises of environment and justice that we tackle every day. We strive to bring an equity lens to all that we do, including building a strong and diverse team.

We recognize that different people have access to different educational, employment, and volunteer opportunities due to different life circumstances including inequity and systemic and structural discrimination. We recognize that not every employee in this role will possess all the experience, skills, qualifications, and competencies listed here, and we are willing to support every employee in building the skills and experience they need to excel in their role. We appreciate and value team members from equity-deserving groups including, but not limited to: African Nova Scotian and other racialized people, Mi'kmaq and other Indigenous people, lesbian, bisexual, gay, transgender and queer people, and persons with disabilities.

## ABOUT US

The Ecology Action Centre (EAC) is a fierce and creative environmental charity based in Mi'kma'ki/Nova Scotia. Since 1971, we have proudly tackled critical environmental issues from biodiversity protection to climate change to environmental justice. Grounded in community, we act as a watchdog,



convenor, mobilizer, and incubator, taking a holistic approach to the environment and the creation of a just and vibrant world. We strive to promote a diverse and inclusive organizational culture that emphasizes collaboration, caring, quality work, and real impact. We value our members, volunteers, employees, and partners and strive to create a space of respect, belonging, and resilience. We have a team of passionate and determined people who share ideas and inspire others to create systemic change in the face of urgent, complex environmental issues

## **ABOUT THE JOB**

### Summary

The successful candidate will be mainly responsible for providing programming support and delivery for the community-centered cycling repair program, Bike Again, aimed at increasing equitable access to cycling opportunities. The successful candidate needs to have a passion for mobility justice and active transportation; interest in anti-oppressive community building; ability to work in a fast-paced environment; and can effectively prioritize/manage multiple tasks.

### Duties and Responsibilities

#### Community Engagement and Repair Nights

- Attend all Bike Again open hours and meetings
- Attend Welcoming Wheels' Tuesday Repair Nights and bi-monthly gifting sessions
- Welcome and orient community members in the workshop
- Assist community members with bike repairs (training provided)
- Recruit community members to volunteer in the space
- Maintain a safe, tidy, and comfortable workshop
- Coordinate bike sales and other volunteer events

#### Communication and Documentation

- Communicate regularly with volunteers about the space and programs
- Prepare training materials and sessional information as required
- Keep accurate records and reports of sessional information, space usage engagement & activities
- Collect stories, images & quotes for social media
- Opportunity to participate in funding proposal applications



### Professional Development and Team Participation

- Participate in orientation, leader training and professional development opportunities as required
- Participate in team and organizational meetings as required
- Act as an ambassador for the EAC's sustainable transportation programs

### WHAT YOU BRING

- Have an aptitude for safe work practices
- Experience working with volunteer groups and volunteer run programs
- A passion for mobility justice and active transportation
- Ability to effectively prioritize/manage multiple tasks in a busy work environment
- Excellent communication skills: workshop facilitation, writing, speaking to the public
- Commitment to high-caliber program delivery, development and evaluation
- Willingness to learn basic bike mechanics
- Persistent, diplomatic, creative, optimistic, with a team-oriented approach
- Computer literate in Word, Excel, internet, email and file/data management
- Willing to work regular evenings Monday through Thursday and Sunday afternoons
- Clear Vulnerable Sector Check and Child Abuse Registry Check

### Job Locations:

- Bike Again (DIY community bike repair space) at 5664 Charles St
- Office space will be provided at the EAC office at 2705 Fern Lane

### Physical Requirements

Whilst this position is centered on building volunteer relationships, it can also be hands-on, and include repairing bikes, organizing tools and supplies, and some lifting as part of the day-to-day operations of the job.

### TERMS OF EMPLOYMENT

- Full-time; 5-day, 30 hr work week, Monday – Friday with some evening and weekends required
- Remuneration: \$21/hr
- Start date: As soon as possible
- Term: May-August 2026



- 10 Wellness days, pro-rated

**TO APPLY**

[Please submit your resume and cover letter here.](#) The closing date is Monday, May 11<sup>th</sup>

We thank everyone who applied; however, we will only be contacting those who will be interviewed.