



OUR COMMUNITY BIKES

Bicycle Mechanic - Outreach & Events Canada Summer Jobs 2026 Seasonal Full-time

PEDAL Society promotes the use of bicycles as a healthy, affordable and environmentally sound form of transportation. We offer education in mechanical skills to empower people and to enable their access to community services and opportunities. We do this through our three main programs. Our Community Bikes is a cycling education and resource centre and social enterprise. Our Community Bike Club is the youth outreach program which provides a variety of maintenance and riding opportunities. Pedals for the People provides free bikes, parts, and repairs for people who face financial barriers.

Summary of Position

Our Community Bikes is hiring summer mechanics to be involved with shop programs and events. This is a customer facing, outreach role. Being open, receptive, and communicative is highly valued in order to create a safer space for positively empowering members of our community. This position reports to the Communications and Outreach Coordinator.

Responsibilities:

- Represent OCB at events
- Host repair stations
- Outreach to community organizations
- Prepare for events (e.g. gather supplies, check event briefs, help maintain event kit)
- Transport materials to and from events, record event stats
- Assist and instruct customers with repairs;
- Sell used and new bicycle parts;
- Repair bicycle work orders with supervision and direction;
- Process bicycle donations for recycling;
- Advise on bike related questions;
- Support and instruct volunteers;
- Participate in shop organizational tasks;
- Answers emails, messages and follows through;
- Participate in staff communication through the 'Slack' interface;
- Use the online Point of Sale system;
- Attend monthly online & in person staff meetings, and other committee meetings;
- Navigate google drive to find resources including, but not limited to meeting agendas, policies and procedures, monthly schedules, timesheets, and meeting notes.

- Comply with Pedal policies and follow shop procedures;
- Other duties as required.

Required/Desired Qualifications:

- Experience with outreach and events desired
- Strong communication skills, customer service and people skills
- Commitment to supporting our mission and strengthening our organization through general promotion
- Strong organizational skills and ability to prioritize while managing multiple projects
- Self-motivated, competent, confident and empathetic
- Ability to work collaboratively with colleagues, youth, and volunteers
- Ability to multi-task in a loud, busy, and demanding (but fun!) environment
- Clear interest in and understanding of anti-oppression framework
- Existing mechanical skills & familiarity with bikes
- **This job is funded by Canada Summer Jobs, applicants must be between 15 and 30 years of age; Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act*;
*International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.**

Payscale:

\$22.41 - \$25.06 / hr commensurate with experience. 35 hours a week for a period of 8 weeks
June 15 - July 9, 2026.

To Apply:

Send your resume and cover letter to hr@pedalpower.org, including:

- Why you are interested in this position
- How your experience makes you a good match

Posting will be open until filled. Applications will begin being reviewed on **May 11, 2026**.

We regret that due to the high volume of applicants only those selected for interviews will be contacted.

PEDAL seeks staff who reflect the diverse community we serve. Individuals typically underrepresented in the bicycle mechanics industry are highly encouraged to apply including people of colour, indigenous people, queer people, trans people, women, people living with disabilities, and/or mental health variations.