



Road to Zero Project Manager Opportunity at Bicycle Colorado

The organization: Bicycle Colorado is a statewide advocacy organization dedicated to building a more bicycle-friendly Colorado by encouraging and promoting bicycling and other forms of active transportation, improving safety and riding conditions and providing a voice for bicyclists in Colorado.

Our nonprofit celebrated its 25th anniversary in 2017 and currently has the support of over 10,000 members. Bicycle Colorado's work includes policy development, complete streets and trail network technical assistance, education services and transportation advocacy and funding initiatives.

Our office is conveniently located just off the 16th Street Mall in LoDo near bike paths, rail lines and Union Station. Indoor bicycle parking is provided.

More organizational information available at: bicyclecolorado.org.

Our values: We believe that our work is better when we collaborate and support each other. Our team is made up of positive and hardworking individuals who actively listen, openly communicate, creatively brainstorm and who want to make bicycling a safe, affordable, desirable and rewarding transportation option. We look forward to building on our work around health equity and tackling how to be more inclusive in our practices to better serve and represent everyone who rides a bike.

The department: Bicycle Colorado's education department shares knowledge, skills and resources to increase bicycle and pedestrian safety and the number of people riding bikes and using sustainable modes of transportation in our state. We find joy in working with all ages and levels of riders as well as racially and economically diverse communities and individuals. Priority programs include [Safe Routes to School](#), [Learn to Ride](#), [Save the 'Zone](#) and our newly-launched [Bicycle-Friendly Driver Program](#).

Road to Zero and position description: In 2016, The National Safety Council, in partnership with the Federal Highway Administration, Federal Motor Carrier Safety Administration, and National Highway Traffic Safety Administration, announced the Road to Zero initiative with the purpose to eliminate roadway fatalities by 2050. This spring, Bicycle Colorado was named one of eight recipients of the competitive, national Road to Zero Innovation Grants. The grant will allow us to increase our Bicycle-Friendly Driver and Confident Bike Commuting programming in 26 jurisdictions across the state, with the goal of making our streets safer for bicyclists and all road users. Please see more information [here](#) about our scope of work through this grant.

As the Road to Zero Project Manager, you will have the opportunity to work directly with communities through driver and bicyclist education certification programs to increase awareness about sharing the road and safety for all road users. The position will require frequent travel around the state, although mostly in the Denver metro area, for meetings and implementation of programming.

Essential responsibilities:

- Participate in collaborative team meetings and contribute ideas to the mission and vision of the organization and education department
- Develop curriculum and tailor content to the needs of each jurisdiction and audience
- Research local laws, policies and trends in jurisdictions of programming
- Deliver informative, interactive and engaging educational presentations to drivers and bicyclists
- Continue conversations with our jurisdictional partners who expressed interest in programming and maintain strong relationships
- Develop jurisdiction-specific promotional materials and provide them to partners
- Lead group rides modeling best practices in sharing the road
- Collect and analyze evaluations and feedback to assess impact and identify potential areas improvement
- Develop travel plan and travel to teach courses across Colorado (primarily Denver metro)
- Secure venues to host programs, schedule courses and manage course registration
- Manage inventory, ordering and printing of course materials
- Track hours and manage budget and expenditures throughout grant
- Produce monthly and quarterly progress reports
- Seek and pursue additional grant funding to continue these education services
- Travel across Colorado (primarily Denver metro area)
- Work flexible hours including some evenings, weekends and overnights depending on scheduling and location of programs

Skills and background:

- Strong passion for bicycling, active transportation and mobility options, and awareness of vulnerable users
- Strong understanding of/skills in sharing the road, including navigating on-street bicycle infrastructure, common crashes, legal/illegal motorist and bicyclist behavior, how to be visible and predictable on a bike, route-finding and lane positioning
- Self-starter with strong time management, attention to detail and scheduling skills
- Education experience including curriculum writing and teaching adults
- Confident public speaking skills and ability to engage audiences
- Project or program management experience
- Grant management experience
- Excellent written and verbal communication skills
- Comfortable de-escalating conflict among individuals with differing perspectives
- Strong Google Drive and general computer skills

- Vehicle for transportation (gas and mileage to be reimbursed)
- Valid driver's license and safe driving record
- Ability to lift 40 pounds

Additional preferred skills and interests:

- Experience working with diverse communities and contributing to positive health equity outcomes as well as a continued interest in professional development and work to advance equity
- League Certified Instructor (LCI) or Bicycle-Friendly Driver certification
- Knowledge of Vision Zero initiatives
- Sales, marketing and business development skills

Schedule: Work will be full time from June 2018 through June 2019. The project may be extended by a few months and there may be an opportunity for the position to continue if additional funding is secured.

Compensation: A salary in the mid \$30s range (based on experience) will be awarded to the successful candidate. Health, dental and vision insurance, retirement match, paid vacation and a transit benefit are also included in package.

How to apply: Qualified candidates please email resume, cover letter and references to Bicycle Colorado education program manager Mo McCanna at maureen@bicyclecolorado.org. Please specify "Road to Zero Project Manager" in the subject line of your email. We will begin reviewing applications and interviewing the week of May 21st. No calls, please. Finalists for this position will be subject to a criminal background check.

Bicycle Colorado's policy is to offer equal employment opportunity to all its applicants and employees.