



Free Bikes 4 Kidz Portland Providence Drop-Off Site Lead

Organization Overview:

Free Bikes 4 Kidz is a non-profit organization geared toward helping all kids ride into a happier, healthier childhood by providing bikes to those most in need. The public donates gently used bikes, we organize hundreds of volunteers to clean and refurbish them and then we give them away to deserving children. In 2017, FB4K Minnesota collected, restored and distributed over 9,000 bikes via community organizations through the generous help of volunteers. During FB4K Portland's inaugural bike drive in 2018, we anticipate distributing between 500-1,000 bikes.

Job Purpose:

Each Site Lead will act as the primary point of contact and manager for all collection volunteers and bike donors at a Providence drop-off site.

Commitment:

Site Leads commit to joining FB4K Operations Director for a "virtual walk-through" and orientation in advance of donation day (a ~20 min phone call). They then commit to arriving to the site on May 19th at 7:15 AM in order to ensure site is prepped and provided signage is up. They oversee volunteers at the site, and stay until final Uhaul pickup arrives (~1 PM).

Key Responsibilities:

- Manage volunteers on donation day (volunteers help unload bikes from donor cars, stage them, and then load them into the Uhauls)
- Ensure traffic flow through parking lot is smooth (you'll be provided a map and layout of the site)
- Communicate any site issues to Operations Director or Volunteer Coordinator
- Act as ambassador for FB4K brand, thanking all volunteers and generally keeping the spirit of the day up

How to Sign Up:

To sign up as a Site Lead, please [visit this page](#), select a location, and register. Our Operations Director or Volunteer Coordinator will follow up with you individually.

Thank you!