Staff Opening: Bikeshare Director

What We Do
The Center for Community Transportation (CCT) is seeking staff to start a community-run bikeshare in Ithaca. At the Center for Community Transportation, we envision a community where travel by shared and active transportation is healthy, safe, affordable, and convenient for all. CCT works with local transportation providers, educators, planners, decision-makers, advocates, and users to fulfill our mission of enhancing transportation access in our community while reducing its negative environmental and economic impacts. This is an opportunity for a confident person with a professional outlook to join a local mission-focused organization in a leadership role. Our bikeshare operations will grow alongside Bike Walk Tompkins (a growing active transportation advocacy and education program guided by the Bicycling for Everyone Action Plan (everyone.bikewalktompkins.org), Ithaca Carshare (an established shared mobility service unique to Upstate and relied on by over a thousand local residents), and other activities of the Center for Community Transportation.

What You Will Do
The Bikeshare Director will work towards launching a dockless community bikeshare fleet of 250+, with responsibility for the overall evolution of the operation and of the team supporting it (which this position is responsible for building). The Bikeshare Director will report to the Executive Director of CCT and will be guided by a local interagency Bikeshare Oversight Committee, which includes municipal representatives.

Required experience areas
- Public, Business and Government Relations: will serve as the primary point of contact for community issues related to securing funding and providing bikeshare service, while ensuring accessibility for transportation-vulnerable individuals and communities and also developing and managing relationships with financial supporters;
- Project management: will manage implementation of a dockless bikeshare fleet of 250+ vehicles in Ithaca;
- Supervision and staff management: will lead hiring and supervision of staff and contractors for smooth and effective bikeshare service;
- Budgeting & financial planning: will manage the bikeshare operations budget and participate in organizational financial planning;
- Grant Writing: will work with other CCT staff to secure and manage grants, develop and manage sponsor relationships and identify other funding opportunities to close budget gaps,

Desired experience areas
- Management of Larger Projects: will participate in the development of new operations projects, such as a community bike center.
- Volunteer Management: will participate in recruitment and management of volunteers to support bikeshare and other organizational operations.
What We Need
The ideal candidate is:

- Energetic, enthusiastic, and willing to learn and grow in the position;
- Familiar with and/or has lived experience with a broad range of transportation options, in particular walking and cycling for transportation;
- Familiar with bikeshare and micromobility and committed to efforts to reduce greenhouse gases from transportation personally and professionally;
- Experienced in bringing a diversity of voices into a conversation, especially Black, brown, and other people of color, women, youth, seniors, the LGBT+ community, and people with disabilities, and committed to anti-racism efforts personally and professionally;
- Enthusiastic and experienced with fundraising;
- Excited about working for a dynamic organization that serves a cross-section of the Ithaca community;
- Has strong management skills, and is firm but fair with internal staff, volunteers, and users of the service;
- Personable, with strong verbal and written communication skills, and able to tell compelling stories from qualitative and quantitative data;
- Able to operate in public situations involving disagreement or conflict while maintaining good relationships;
- Comfortable with the flexible duties and schedule that come with being part of a small but strong team;
- Confident, able to problem solve quickly, and able to balance multiple priorities;
- Willing to get their hands a little dirty from time to time (e.g. bike grease);
- Proficient using a smartphone, computers, common software such as Microsoft Office, Google Drive and similar;
- Reliable with minimal supervision.

Salary and Benefits
We anticipate by Fall 2022 this position will be 35-40 hours per week with a salary range of $43,000-$52,000, commensurate with experience and position. Benefits are available, including a transportation package, retirement, and flexible and generous paid time off/vacation (including a supportive workplace culture for using these benefits).

How to Apply
Please submit a resume, cover letter and contact information for two references via email to CCT Executive Director Jennifer Dotson at jennifer@the-cct.org. Questions about the position and application process can also be directed to that address and will be fielded by the hiring committee. Applications will be accepted on a rolling basis. We will begin reviewing applications in April, with an ideal start date in May 2022. The Center for Community Transportation is a certified Living Wage employer and is committed to increasing the diversity of staff, leadership, and membership from underrepresented communities.