



CarryMe Bikes CIC is looking for a Business Partner to be another Director joining the Founding Director

DEADLINE: Thursday 14 February 2019

Location: London E5 OPU

We are looking for someone energetic, collaborative and good with customers to join this growing social enterprise at a very exciting stage!

CarryMe Bikes CIC is a small but growing Community Interest Company all about cargobikes, family cycling, and freight by bike. We are looking for a new Director to join the existing Founding Director to help grow the business and take it to the next exciting level.

We have been established for about six years, starting from a small base and steadily growing into a viable small business with a social conscience. During this period we've embarked on an exciting journey in East London, helping local families and businesses discover the delights of cargobikes and trailers, obtaining grant-funding for community projects, and working with clients to deliver specialist events and services.

Essentially, our aim is to open a retail premises in some form over the next year or so, better serving families, businesses and other customers in East London. Longer term, we have an inspiring vision for the business to extend our work with the community and help support healthy family lifestyles.

Many of our existing customers are young families who share some of our values around sustainable travel and health. They want to get about in a convenient and easy way whilst enjoying the benefits of exercise and an outdoors lifestyle. *CarryMe* was always intended to be 'not just a bike shop'; to be a social enterprise that cares about health, the environment, working with the local community, reducing air pollution, and providing transport solutions fit for 21st century urban life.

As well as a team of loyal volunteers we have a range of casual workers who help with our community projects. They and our freelance part-time mechanic are hard-working and valued members of the *CarryMe* team which, with your help, will grow and thrive.

Who you are:

You'll be passionate about bikes and the difference they can make to people's lives, our health, and the urban environment. In particular, you will be keen to see the use of cargobikes, trailers, child seats and other solutions grow as a green, healthy and convenient way of transporting goods and children.

You'll have a focus on working collaboratively to achieve common aims, and you'll be able to slot into an existing business whilst bringing in your own ideas and skills to help the business grow. You'll have energy and enthusiasm for our existing products and services, and ideally you will have

experience in retail management, and be comfortable setting up retail-based procedures / practices. With knowledge of the cycle retail trade, you'll be able to establish strong relationships with suppliers, trade partners and others to support the customer-facing aspects of the business.

Customer service is a key aspect of what we do and we are proud to be a friendly, knowledgeable, courteous and efficient business that looks out for our local community, so you will need to share those values and have an excellent manner with customers and also with clients in our community projects who come from a variety of backgrounds.

There is some flexibility in the specialisms you'd be able to provide to the business: we are looking for someone with some of the following skills: social media and website updating skills, numeracy skills, or mechanics skills and qualifications.

You will be able to commit a minimum of 21 hours per week initially, ideally 35 hours, and you must be able to work at least 50% of the Saturdays in every month. During the 8 warmer months of the year we sometimes run events on a Sunday, usually as part of our community projects, so occasionally some Sunday work will also be required. For the right person we are willing to explore part-time hours in the short-term, growing to closer to full-time as the business expands.

Realistically you will be based such that you can easily access inner East London in order to carry out this job effectively with our Founding Director.

Essential - additional

Candidates must have at least two of any these skills and qualities:

1. Ability to write successful funding bids to grant bodies and other funding organisations, with a track-record of success.
2. Experience in the retail industry within a bicycle shop environment or similar.
3. Excellent social media skills, including Instagram, Twitter and Facebook, in the context of building a brand and communicating with potential customers and clients.
4. Very good numeracy skills and basic accounting skills such as managing cash-flow projections and budget management reports.
5. Bicycle mechanics preferably with a CYTECH qualification (and willingness to gain further mechanical and electric-assist qualifications), together with general practical skills.

Please send a CV of no more than 2x A4 pages and a covering letter of no more than 2x A4 pages demonstrating your suitability for the role, to: info@caryme.org.uk

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For an informal discussion on or after 25th January 2019 please contact Alix Stredwick on info@caryme.org.uk or 07725466842

CarryMe Bikes is a woman-led organisation and we welcome applications from people of all genders, ages, sexual orientations, ethnicities, disabilities, and religions.