

Volunteer Mechanic Agreement

In order to provide the best possible instruction, Vie Cycle has a maximum ratio of nine students to one instructor. Whenever possible we bring in **volunteer mechanics** to assist with lessons and practice time during classes.

You're reading this because you have offered to assist with a course! Sweet! Please read the roles of a Vie Cycle volunteer mechanic and ask any questions that you may have before signing the agreement.

Vie Cycle philosophy

Vie Cycle's mission is to empower women+* to build competence, community and confidence through bike maintenance and experiential learning. The foundation of the course is based on creating a safe, non-competitive and non-discriminatory space for women+ to learn together and from one another. Students have the ability to influence changes in the culture and style of the course during check-ins, group discussions and reflections. Every session is structured to provide information in a variety of ways, according to the theory of multiple intelligences. Instructors and volunteer mechanics encourage students to reflect on their abilities, strengths, weakness and differences in order to promote personal development and empathy for one another.

**Women+ includes, but is not limited to, people who identify as transgender, intersex, homosexual, gender non-conforming and gender queer. Basically everyone who isn't represented in the Tour De France.*

The role of a Vie Cycle volunteer mechanic is to:

- Support the lead instructor
- Empower students to learn
- Assist with set up and clean up
- Offer information and advice to students when requested
- Adhere to safety standards
- Be attentive to group dynamics and inform the lead instructor if there are conflicts between students

Your sample course schedule:

5:30pm Meet with lead instructor to help set up and to discuss the lessons for the day. Choose activities that you'd like to teach.

6:00pm Welcome students and guide them to name tags and bike parking.

6:05pm Student orientation as a large group.

6:20pm Lessons, demonstrations, games and practice time

7:20pm Snack and bathroom break

7:35pm Lessons, demonstrations and practice time

8:45pm Group reflection and group clean up

9:00pm Students leave, instructors pack up and debrief

9:30pm Instructors/volunteers leave

Workshop guidelines

- Students will set their own rules in addition to the ground rules for Vie Cycle. Mechanics must respect these rules.
- Being under the influence of mind-altering drugs or alcohol is not permitted during workshops.
- Always seek consent before touching someone's body, bicycle, tools or personal items.
- Never take a tool out of someone's hand. If you are tempted to, take a step back from students.
- Refer to people and groups by their preferred pronouns or with gender-neutral pronouns, or the group pronoun that is chosen by the students. *Ex. Zee, They, Folks, Mechanics, Students, etc.*
- If a student approaches you with a question, encourage them to ask themselves again, and then ask a friend before asking a mechanic. This gives them an opportunity to pool their resources rather than giving up and seeking an authority figure.
- Ask students what kind of help they want before jumping in. *Ex. Do they want you to explain a process or do they need to see it done to understand it?*
- Always give advice with non-biased language, your experience may be different from that of the student. *Ex. Rather than saying, "it's really easy, you just turn counter clockwise," explain the process in another way. "Depending on how you look at the spoke, the nipples screw on if different directions. From this angle you'll need to twist left or anti-clockwise."*
- It's ok for people to get a little frustrated working on a bike problem, don't step in to make something easier, but be available if students have questions. It's more empowering for people to learn from their mistakes than to have someone else solve a problem.

Which repair techniques will you be able to assist with? *Check all that apply.*

- ◇ Removing/replacing front and rear wheels properly
- ◇ Removing/installing tires, pumping them to the proper PSI
- ◇ Replacing brake cables and adjusting brake pads
- ◇ Replacing shifter cables and adjusting derailleurs
- ◇ Checking quick release skewers, headsets, hubs for proper tightness
- ◇ Truing wheels
- ◇ Replacing spokes
- ◇ Checking chains for wear and properly lubricating
- ◇ Replacing chains
- ◇ Advising on proper bike fit (saddle height/angle/reach)

Do you have any medical conditions that might affect your ability to assist with this course? *Example: Broken collar bone, epilepsy, allergy to lubricants or latex*

No Yes, _____

This is an unpaid volunteer position. Tea, snacks and some bike parts will be provided to you by Vie Cycle.

I have read and understood this document and I agree to abide by the Vie Cycle workshop guidelines. I have signed a release of liability form. I have disclosed any pertinent medical information to the lead instructor.

Signature

Date

Printed Name

Birth Date

Witness

Date

Thanks for being a part of this workshop! You rock! Your assistance is really appreciated and you're helping to promote social change and empowerment! That's awesome.