



## Job Posting

### Bicycle Mechanic Training Program Coordinator

VAFCS provides services and activities for Indigenous individuals towards better socio-economic outcomes. The Vancouver Aboriginal Friendship Centre Society provides practical tools for accomplishing our visionary ends through socio-economic programs and services that empower self-reliance, responsibility, success and prosperity for urban Indigenous individuals, families and the community.

The Vancouver Aboriginal Friendship Centre is seeking a Program Coordinator for a 16-week Bicycle Mechanic Training program. Vancouver has become one of the largest cycling centres in Canada. The uniqueness of this project is the fact that few formalized bicycle mechanic training courses exist and there is a growing demand for mechanics who understand the advances in bicycle technology and able to assemble and fix them.

The 16-week program which will equip 15 participants with life skills, employability skills, classroom theory, practical workshop experience, and provide tools and equipment.

## Requirements

- Proven work experience as a Training Program Coordinator or similar role
- Hands-on experience coordinating training events
- Knowledge of instructional design, theory and implementation
- Knowledge of learning management systems and web delivery tools
- Proven ability to complete full program requirements (plan, develop, coordinate, monitor and evaluate)
- Familiarity with traditional and modern job training methods and techniques
- MS Office proficiency
- Advanced organizational skills
- Strong communication skills
- Experience in Education, Training, HR or related field

## Location: Vancouver Aboriginal Friendship Centre Society

1607 E. Hastings Street

Vancouver, BC

**Apply:** As soon as possible

Please send resume with cover letter to: [officeadministrator@vafcs.org](mailto:officeadministrator@vafcs.org)

*In accordance with the VAFCS's equity plan and pursuant to Section 42 of the BC Human Rights code, preference will be given to Indigenous people. Candidates who wish to qualify for preferential consideration must self-identify.*