



## **People & Culture Manager – 12 Month Maternity Leave Contract (Part-Time)**

- Are you someone with a passion for health, who wants to help more Australians ride a bike?
- Are you an enthusiastic self-starter who can manage multiple projects?
- Is building relationships your wheelhouse?
- Are you as comfortable working behind the desk as you are out meeting people?

At Bicycle Network we're determined to change the world. We are a not-for-profit fighting to solve the problem of physical inactivity. We reckon bikes are the hero that can help us on our mission, so we push the limits every day to make bike riding easier for everyone.

As a team we're guided by our strong values which are in our DNA: we're committed, honest, inclusive and progressive. Together with our volunteers and nearly 50,000 members, we're building a better world for bike riders.

Our job is not an easy one: it takes a willingness to embrace uncertainty and tackle new challenges with enthusiasm. You'll need to be a true team player who genuinely wants to make a difference, wannabes need not apply!

### **The People and Culture gig!**

We're looking for a passionate people enthusiast to help develop and guide our team and systems that ultimately lead the Bicycle Network culture – it's an important role to play! You'll be involved in everything from recruitment and induction through to training and development. You'll be a positive influence, bringing in new ways to champion our culture and celebrate our success, and you won't be afraid to try new things and push the boundaries.

This role will be a part time, 12 month contract to cover parental leave for our People Operations Manager.

### **How will you know this is the right role for you?**

- You get a true buzz out of helping team members achieve excellence!
- Going above and beyond to deliver outstanding results is nothing out of the ordinary for you, as you're always striving for improvement.
- You enjoy working in a fun and dynamic (and sometimes loud!) team where everyone is happy to drop what they are doing and help each other out to get the job done.
- You're happy to do the big picture thinking, but thrive in a place that you get to roll your sleeves up and get your hands dirty doing the admin to bring that thinking to life, managing the office and working our events.
- You're comfortable with all the usual people and culture things, like recruitment, training and development, performance management, but you do it with a solution-focused and pragmatic attitude – the more out box thinking, the better!



This is not your typical People and Culture role and we are not looking for your typical HR professional. If you are passionate about helping Bicycle Network reach our goals and making bike riding easy for everyone, then apply now!

Bicycle Network is committed to ensuring our team represents the diversity of our community. Women, Indigenous people, young people and people from culturally and linguistically diverse backgrounds are encouraged to apply.

If this all sounds like you, send through your resume and cover letter to [people@bicyclenetwork.com.au](mailto:people@bicyclenetwork.com.au) as soon as possible.