**Thank you for your interest in becoming a Guided Ride Area Coordinator.**

The role of a Coordinator is to support the activation of newly trained Ride Leaders and engage and provide support to established Ride Leaders within a specific geographical region.

We are looking for a new Coordinator in each of the following regions:

* **Swindon and Wiltshire**

You will be responsible for the following elements within the role:

1. Support the activation of newly trained Ride Leaders in area, through a Getting Started event.
2. Attend Ride Leader training course in area (if applicable).
3. Attend monthly online Area Coordinator meetings whenever possible.
4. Regular communications to Ride Leaders in area.
5. Organise Ride Leader meet up events.
6. Promote Ride Leader training courses and CPD opportunities in area.
7. Support messaging from the Guided Ride network at a local level.
8. Meet with Regional Staff when possible
9. Submit a quarterly feedback sheet updating on your region

Coordinators are expected to have competency in Excel and Email applications, and have strong planning, organisation and communication skills. If you are interested, then please complete and return the Expression of Interest no later than **Noon – Monday 9th December.** If you have any questions or require further information, please contact Chris Burgess at rideleader@britishcycling.org.uk or 0161 274 2097.

**Expression of Interest Form**

If you are interested in the role of Guided Ride Area Coordinator, then please complete the Expression of Interest Form below and return to [rideleader@britishcycling.org.uk](mailto:rideleader@britishcycling.org.uk) by **Noon -** **Monday 9th December**

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| --- | --- |
| Name: |  |
| Address: |  |
| Telephone number: |  |
| Email address: |  |
| Area applying for: |  |

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| * 1. Please outline your experience in mentoring and / or volunteer coordination. Please tell us how you will use this experience to support newly trained Ride Leaders. Continue on a separate sheet if necessary. |
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| * 1. Please outline your experience in the use of Microsoft Excel and email. |
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| * 1. Please outline succinctly why you feel you will be best suited for this role. |
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Please give names and contact details of two people to whom we may contact for a reference, one preferably work or education related.

|  |  |
| --- | --- |
| Name: | Name: |
| Email: | Email: |
| Address: | Address: |
| Tel: | Tel: |

Please return this form to the Recreation Team [rideleader@britishcycling.org.uk](mailto:rideleader@britishcycling.org.uk) by **Noon – Monday 9th December.**

If you have any questions or require further information, please contact Chris Burgess at [rideleader@britishcycling](mailto:rideleader@britishcycling).org.uk or 0161 274 2097.