

## Cycle Instructors Swindon

Love cycling?

Enjoy working with children and young people?

Join our team as a cycle instructor. Flexible hours and good rates.

### About Life Cycle

Life Cycle UK's mission is to help more people take up cycling in order to contribute to more sustainable and healthy communities. We believe that cycling is an inherently simple, safe and easy activity and that by offering the right support and help cycling can be an inclusive activity available to all.

### Bikeability in Swindon

Life Cycle UK is the main provider of Bikeability training in Swindon. Bikeability is a programme of cycle training delivered in schools across the country to ensure children and young people have the skills and confidence to cycle. Bikeability is delivered to a National Standard (NS), which is overseen by the Department of Transport.

More information about Bikeability can be found here: <https://bikeability.org.uk/>

### Join the Life Cycle Team!

If you love cycling and would like to help us train children and young people to cycle then this could be the perfect job for you.

We are offering Freelance positions delivering "Bikeability" courses in schools in the Swindon area. We welcome applications from existing National Standard Instructors (NSI) and those who are interested in training to become NSI's.

Bikeability normally takes place in term-time, although we will be running holiday sessions too. We deliver courses throughout the year, whatever the weather (unless extreme!), so you need to enjoy working outdoors whether the sun is shining or not.

### Job Description

- ✓ Deliver Bikeability courses in primary schools across Swindon.
- ✓ Teach pupils from Reception to Year 6, though the bulk of our work is with school years 5 – 6 (9-11yrs age group).
- ✓ Occasionally teach students in secondary schools (Year 7-9) and on holiday courses.
- ✓ Carry out risk assessments
- ✓ Teach cycle control skills away from traffic
- ✓ Teach cycle skills on-road
- ✓ Ride on-road with the young people
- ✓ Take responsibility for the safety and well-being of the young people in your care.
- ✓ Submit course results to Life Cycle UK via our online systems.

## Further information about the role

### Choosing our instructor team

We want to recruit people who can answer YES to these questions!

- ✓ **You live in or very close to Swindon**  
Bikeability training will take place in the Swindon Borough Council Area.
- ✓ **You want to work on a Freelance basis**  
We pay you for the time spent delivering courses. The majority of work is term-time during school hours. Delivering Bikeability is a good way to supplement your income.
- ✓ **You enjoy working with children**  
All training is for children
- ✓ **You are a confident urban cyclist:**  
You love cycling and are confident in urban environments
- ✓ **You have some experience teaching/coaching/ instructing:**  
Although we provide training, this role suits people who have some previous teaching experience.

### A little extra

- ✓ A clean driving licence and access to a car is helpful. We cover all Swindon schools and public transport isn't always available. Where possible you can cycle between schools, but sometimes they are too far apart.
- ✓ Bicycle maintenance skills (other work within Life Cycle UK may be available if you do)

### Availability

We will be delivering courses throughout the academic year i.e. September 18 – July 19.  
Most training takes place in the term time. We will run some holiday courses

Training takes place during school hours 9am – 3.30pm on Monday's to Fridays. We encourage our freelance instructors to commit to specific days of the week.

### Booking work

We will let you know when work is available via email, our instructor newsletter and online systems. You will be given login in details so you can book your work from a computer or phone.

### Disclosure and barring ("police checks")

As you will be working with children you are required to complete checks with the Disclosure and Barring Service (DBS) and to sign up to the DBS update service.

Schools often ask to see your original DBS and a form of photo ID. They may refuse entry to anyone with anything on their DBS.

Additionally, Life Cycle UK will require two references, one of which must be related to your work with young people.

## Rates of Pay

Provisionally and fully Qualified: £12 p/hr

You need to invoice Life Cycle UK for the work you complete (there is a template to use). We will pay you direct into your bank account.

You will need to register as self-employed with HM Revenue and Customs if you are not already.

## Training to be a Cycle Instructor

To deliver Bikeability courses you will need to have successfully completed a National Standard Instructor qualification (NSI). Instructors can work in schools if they are either provisionally qualified (NSIP) or fully qualified (NSIQ).

### Qualified NSI's

If you are already provisionally or fully qualified and interested in working for Life Cycle please call us on 0117 353 4580

### Unqualified?

If not a National Standard Instructor (NSI) but you are interested in working for Life Cycle as a Cycle Instructor, we may be able to offer you training. The NSI training is a nationally recognised qualification and consists of a four-day course which includes both classroom based and practical activities. To work for Life Cycle UK you must achieve a Provisional pass.

### Becoming a fully qualified

To become fully qualified you must pass a Post Course Assessment, ideally within six months of passing the NSI course. We offer one mentored session, followed by an assessment, while you are working for Life Cycle we will cover the cost of your PCA.

### Instructor Training Courses

- This is a nationally recognised qualification to deliver Bikeability, the UK government's cycle education programme.
- The full cost for the Instructor Training course is £500.
- If you want to work for Life Cycle, and we believe you are suitable, we will cover the cost of your training.
- We ask that you invest **£150** which is reimbursed once you are working for us.\*

#### **\*Reimbursement of course fees:**

£50 will be reimbursed per five courses taught. The full £150 will therefore be reimbursed once an instructor has delivered 15 courses.

### Why does Life Cycle charge for training?

In the past a number of people have trained with us for free and then gone to work for other organisations in the country, as the qualification is a nationally recognised. This system ensures people deliver Bikeability for us after they have completed the course.



## Joining the Life Cycle Instructor team

Please complete and return an application form to [training@lifecycleuk.org.uk](mailto:training@lifecycleuk.org.uk).

We will assess your application and if suitable, invite you to do a cycle skills assessment and interview.

If we think you would make a good cycle training instructor, we will offer you a place on a National Standard Instructor training course if you are not already an instructor.

We will invite you to join the team once you have successfully:

- ✓ Achieved a provisional qualification on the NSI course
- ✓ Completed a DBS check
- ✓ Provided two good references

**We look forward to welcoming you to the Life Cycle Team!**