

WORCA

Bringing WORCA's Community Events to Life

Become part of the WORCA team as the **Events and Sponsorship Coordinator**. This is an exciting opportunity to work with WORCA's team of passionate employees and volunteer directors to bring our community together by creating and running successful WORCA events.

Who We Are Looking For:

Somebody that is passionate about mountain biking and bringing together our community through well-organized and fun events. These are some of the key requirements:

- Excellent administrative skills including the use of shared documents and spreadsheets.
- Attention to detail, for planning and execution of Events.
- Ability to work independently as well as with other employees and Directors.
- Strong computer skills and the ability to quickly learn how to use our registration system (Amilia), to create event routes (Trailforks), and to create and update content on our website (Squarespace).
- Professional and courteous communication with WORCA sponsors and members via email and phone calls.
- The successful candidate will need to have their own computer, internet connection and work space (WORCA does not have an office).
- Must be available on Thursday evenings to run the Toonie Rides and all day for The Back Forty (June 8, 2024) and The Witsend (Fall 2024 - date TBC).

The full list of job duties can be [viewed here](#).

Compensation:

- \$30 per hour plus 4% vacation pay.
- Average of 15 hours per week. Total 585 hours over 39 weeks.
- 9-month contract from February 5, 2024 to November 1, 2024.

What is WORCA?

Whistler Off Road Cycling Association (WORCA) is Whistler's mountain bike advocacy group, working with local and regional governments, First Nations, developers, utility operators, private landowners, the community forest and other stakeholders to keep our non-motorized trails open and accessible.

WORCA maintains hundreds of kilometres of multi-use, off-road trails for public use in Whistler, constructs new public trails, fosters the evolution of mountain biking through its youth programs, and brings the community together through weekly mountain bike rides, special events, and weekly volunteer trail maintenance nights.

Our Vision:

A passionate community connected by sustainable trails and pedal powered good times.

Our Mission:

To foster mountain bike experiences and deliver world-class trails.

Please email your resume and cover letter as one PDF document to trevor@worca.com by January 9, 2024.