

Bury St Edmunds Rickshaw

Job description for volunteer cargo riders



1. Introduction

Bury St Edmunds Rickshaw is a charity that was set up in early 2018 to give free rides to local people experiencing limited mobility or social isolation. We were awarded over £7k from town and borough councillors locality budgets to buy a specially adapted trishaw and run the project for its first year. In the winter of 2019 we started to use the bike to carry cargo too, making deliveries and collections for various charities in the town.

Bury St Edmunds Rickshaw is entirely run by volunteers, most of whom are rickshaw riders. Our volunteer cargobike riders must be reliable and trustworthy, and so we have a rigorous selection procedure. We reserve the right to turn down applications.

2. Description of role

- a. Volunteer riders collect and deliver cargo – usually food or small goods – within Bury St Edmunds.
- b. Rides are pre-booked and you will be given the details of the cargo, the pick-up and delivery addresses and any relevant additional information.
- c. Riders must wear a BSE Rickshaw tabard (provided) whilst using the bike.
- d. You will collect the bike from our garage in the town centre and return it after your ride.
- e. You will be responsible for the bike whilst you are using it, reporting any mechanical or other problems immediately on 01284 339449, and making sure it is secure at all times and not left unattended.
- f. Riders and the bike are fully insured provided you act with due care and attention.
- g. You will be required to load the cargo onto the bike and ensure it is secure. Manual handling training is provided.
- h. Riders are encouraged to use cycle paths where practicable, but route-finding is the responsibility of the rider.

- i. Once you have confirmed your availability, and been allocated a shift, we ask that, wherever possible you turn up for the ride or give us at least 3 days' notice so we can find another rider.
- j. Like all our volunteers, cargo riders are ambassadors for BSE Rickshaw when out on the bike, and should act in a friendly and courteous manner. Information about passenger rides is available on the bike.
- k. You will receive training on handling the bike.

3. Requirements

- a. If you are trustworthy, respectful, and can offer at least 3 two hour shifts per month, this would be a great opportunity to serve your community.
- b. You should have experience of cycling on roads and cycle paths. Knowledge of safe routes in Bury would be of help as well.
- c. Riders must be over 16 years of age.
- d. All volunteer riders will be DBS checked.

To volunteer, or for more information, contact us on 01284 339449 or admin@bserickshaw.org.uk or via www.bserickshaw.org.uk