

Bicycle Alliance of Minnesota Job Announcement Assets Manager

About Us:

Our Mission: The Bicycle Alliance of Minnesota (BikeMN) engages people, provides education, and advocates for safe biking, walking and rolling for all Minnesotans.

Location: Statewide, MN with frequent intrastate travel. Valid MN drivers license and access to a motor vehicle is required for this position.

Part Time: Typically 20 hours per week with some seasonal increases, some weekends and evenings. 30 month term with good likelihood for growth and opportunities beyond the term.

Start Date: October, 2026 (Flexible)

Hourly: \$24.00 per hour probationary wage with increase to \$26.00 within 6 months, paid biweekly

Benefits: Generous PTO policy, option for cost-shared health insurance, performance bonus, Simple IRA, flexible work schedule + location, phone + internet reimbursement

Your Role in Our Story:

BikeMN is looking for an Assets Manager to support our team and mission, and expand our programming across Minnesota. This new position will be responsible for sourcing and overseeing refurbishment of bicycles for our new State Trail Communities program.

Position Responsibilities:

- **Program Delivery**
 - Establish and steward partnerships with sources for used bikes
 - Oversee refurbishment of used bikes for redistribution to program participants
 - Coordinate the transportation of donated and refurbished bikes and e-bikes; transport bikes + equipment using BikeMN's Sprinter Van + Trailer
 - Assist the education team at Open/Pop-up community bike repair events
- **Administration:**
 - Manage, track, and schedule inventory and supply
 - Organize, manage, and maintain refurbishment + delivery budget
 - Communicate with partner organizations and program participants
 - Document all hours and work consistent with grant requirements

- **Collaboration + Teamwork:**

- Work with a wide variety of staff, contractors, and volunteers from different backgrounds and with different experiences
- Assist with team tasks and continued, responsive development of bicycle and pedestrian education programs
- Maintain relationships with program partners and vendors across the state
- Serve as a statewide representative of BikeMN for other tasks as assigned

This position is for you if you:

- Love to work on bikes and have experience rehabbing bikes and e-bikes
- Love to visit and make connections with different communities and organizations across MN
- Enjoy learning and are curious about biking, walking, and rolling safety and best practices
- Are organized and enjoy maintaining an inventory of different equipment
- Are flexible and adaptable to changing program and people needs
- Are committed to a passionate about mobility justice, active transportation, and mode shift

To apply:

Fill out an application [here](#)

Please consider filling out our optional demographic questionnaire to help us better align with our anti-racist hiring practices. To learn more about our commitment to anti-racism, visit our webpage [here](#). Applications will be reviewed as they are received through September 25th, 2026, which may be extended to better diversify our candidate pool.