

Introduction from Lionel Guimont, Director of Motion Forward



It is an exciting time to join Motion Forward as we are planning to grow nationally across the UK.

It's been just over one year since the launch of the joint venture between Bike for Good and Vélogik and after a highly successful operational year in Scotland, we now intend to apply for tenders across the UK. Joining Motion Forward means joining an impact-focused company with great growth potential.

Bike for Good operates the only Cytech Training Academy in Scotland and will support Motion Forward's employees to get certification.

Vélogik has also successfully received the B-CORP certification, highlighting its strong dedication to environmental and social matters.

Interest in cycling is growing and we have a fantastic opportunity for our enterprise to grow its profit to deliver more social impact outcomes.

We look forward to meeting candidates who have the desire to take on this unique and important challenge at Motion Forward.



About Us

Motion Forward is a joint venture between Bike for Good and Vélogik.

Its teams oversee fleet bike maintenance in Scotland, including the Nextbike scheme in Glasgow, Cyclehoop schemes and also Dr Bike activities. With 20 employees, the plan is to grow in various cities in the UK, to become number one in B2B bike maintenance.

Bike for Good is a charity and social enterprise which started in July 2010 in a small stall in Glasgow's Barras market. With a few donated bikes, a cobbled-together tool kit and a team of volunteers with a huge amount of passion and drive, Bike for Good (then known as Glasgow Bike Shed) was born!

They now have three thriving Community Hubs in Glasgow and an amazing team of 42 staff members and 50 + volunteers who are changing thousands of lives through cycling

Bike for Good has got the Cytech certification for Scotland and is in charge of the bike subscription program in Scotland.

Vélogik is a limited company created in 2008 and is now the number one B2B bike maintenance operator in France. With a staff of 180 people, they manage more than 50, 000 fleet bikes all over France, like Vélib, Véligo rental or La Poste. Vélogik also opened a workshop network for B2C. With an exponential growth, Vélogik have invested in digital and training to become one of the European leaders of tomorrow.



OUR Vision, Mission, Values and Strategic Themes

Vision

A healthy and inclusive environment where everyone in the community benefits from more people cycling

Mission

The purpose of the company is to Act, Maintain, Innovate, Connect, Include and Train the generations of a cycling world

Values

HUMAN – Built upon the foundations of a strong and agile team

EXPERTISE – Experts in cycling with 20 employees possessing a wide range of skills

PASSION – Genuine passion. Do what you love and have a purpose, committed to a sustainable world and a cycling future

Strategic Themes

PEOPLE — Invest in our teams

FINANCE — Establish a financially robust business

USERS AND CUSTOMERS — Deliver outstanding service

IMPACT — Embed better ways to monitor and report



Job Description



Job Title: Director, UK
Salary: £80K, Including Bonus
Location: England, UK

Reporting to: The Board of Directors

Contract: Permanent. Full time 37.5 hours per week (Motion Forward operates a flexible working policy and are open to negotiating other working hours and patterns)

Purpose

The UK Director will be responsible for the overall operations of the company within the UK, in line with Bike for Good and Vélogik's local and global strategies focussing on business development and the launch of new city locations.

Principle Accountabilities

Business Operations:

- Management of and Overseeing UK Business Operations
- Management of Operations Managers
- Develop and drive initiatives within the management team
- Ensure a professional climate that promotes the values of the company
- Oversee employee performance and financial growth and stability
- Ensure that a system is in place for effective communication within the management team, with Bike for Good and Vélogik
- Any other duties relevant to operations across the business
- Help grow our current employee count of 20 plus in Glasgow to UK wide

Business Development:

- Lead Motion Forward's sales strategy as agreed by the Board
- Manage the development of the organisation, partnership opportunities and all external communication and marketing activity
- Seek new business opportunities through effective working with key partners and stakeholders
- Head up Public Relations with Local Authorities, members of Government and other relevant cycling organisations and partners



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- Presence at Motion Forward events and during launches in new cities (willingness to travel is essential including overseas where required)
- Any other duties relevant to Business Development across the business

Financial Control:

- Develop, monitor, and guarantee compliance with the operating and investment budgets
- Oversee customer and supplier invoicing
- Take remedial action where necessary and to inform the Board of any issues
- Ensure that Motion Forward complies with all applicable legal and regulatory requirements (H&S, GDPR, Cyber Security, etc) and appropriate best practices in corporate governance
- Any other duties relevant to Financial Control across the business

Person Specification

Knowledge, skills, and experience required:

- A confident, visionary leader, who can engage with senior stakeholders
- Results-driven approach, creating innovative solutions, winning together the right way
- Committing to realising the vision of Motion Forward and can inspire engagement, passion, and performance
- Initiative — the ability to work alone and take a lead when hurdles arise or when tasks require completion
- Passionate and collaborative team player with a high degree of integrity and personal responsibility
- Candidates must be able to demonstrate experience of working with complex stakeholder groups and be comfortable and confident in this environment
- Educated to degree level or equivalent

Motion Forward is committed to Corporate Social Responsibility, additionally we encourage people that identify with a marginalised background to apply for our roles, however all applications are welcome and will be treated fairly and equally. If you need additional support or information to aid your application, please contact:

recruitment@motionforward.co.uk

The Job description is current at date of issue, however, is subject to updates and changes throughout the recruitment process and beyond. All updates will be communicated.



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Part 3: Company Benefits

Pension Scheme	Eligible employees are automatically enrolled in the Bike for Good Pension scheme operated by Nest within three months from their start date. At present Bike for Good contributes 3% with employees contributing 5% (less tax relief)
Stress Counselling Helpline	Confidential service provided by a team of Counsellors who are qualified and experienced in assessing work related problems.
Able Futures – The Better Health Generation	Able Futures could give you nine months' advice and guidance from a mental health professional who can help you learn coping mechanisms, build self-care routines, access therapy or work with your employer to make adjustments to help your mental health at work.
Annual Holiday	37 days per leave (pro rata for part time staff)
Enhanced Sick and absence pay	Company paid sickness absence in accordance with the Absence from Work Policy
Enhanced Jury Service	Full salary paid during Jury service minus deductions for expenses received from the court
Annual Leave Purchase scheme	Purchase up to 5 extra days
Staff Discounts on Cycling Goods and Services	
Flexible working Practices	
Training & Development	Opportunities to gain skills and receive formal training, participate in working groups (such as Diversity and Inclusion) and undertake CPD.
Keep Credit Union	Partnership with local Credit Union offering you the incentive to save directly from your salary



How to apply

Please submit your CV and tailored cover letter for this role and return to:

recruitment@motionforward.co.uk

If you require further information or a confidential discussion, please request on the email address above.

Bike for Good and Motion Forward are committed to ensuring that people under-represented in cycling are supported and encouraged at every step in their cycling journey. To achieve this, we want to build an inclusive and representative community, both within our organisation and in the communities we work. As an organisation we are committed to attracting, developing, and retaining the best people for Bike for Good, Motion Forward and the communities we serve. Everyone will be respected and valued for their contributions.

We encourage people that identify with a marginalised background to apply for our roles, however all applications are welcome and will be treated fairly and equally. If you need additional support or information to aid your application, please email **recruitment@motionforward.co.uk**

We are actively working to increase diversity and inclusion in cycling and you can contact us for more information or you can view our partners at Bike for Good's here on our website: <https://www.bikeforgood.org.uk/about-us/equality-diversity-and-inclusion/>



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