**Bike Board Volunteer Roles**

**Mapping**

Updates commuter map on website

Collects/solicits changes at meetings (and in between)

**Education**

Coordinates Traffic Skills 101 course with WVU

Coordinates Confident City Cycling courses

**Outreach**

Goes to events and talks about the Bike Board

**Social Media**

Manages social media accounts (could be part of secretary’s job?)

**Membership**

Helps people figure out which ward they’re in

Recruits members, tries to find members to fill holes

**Grants**

Researches grants

Helps to write them

**Bike Month Coordinator**

Organizes Bike to Work Day & other BTW events

Does outreach for Bike Month

**Website Manager**

Keeps website up to date

**“Treasurer”**

Keeps track of city spending, man hours, volunteer hours, etc. pertaining to cycling