

## Youth MTB Programme Lead – Wellington

Full-time, Fixed Term March 2026-April 2027, with opportunity to extend.

Are you passionate about mountain biking, community and teen engagement? WORD (World Off-road Riding Department) is a youth mountain bike charity working with tamariki and rangatahi aged 7-17 across the Wellington region. Our kaupapa is simple: use mountain biking as a tool for confidence, connection, leadership and lifelong wellbeing.

The Youth MTB Programmes Lead is a senior, hands-on role for a leader in youth development who can confidently design and deliver programmes on the ground, while also contributing to the wider strategic growth of WORD. This role sits at the intersection of programme delivery, youth engagement and participation, teen leadership, and organisational support.

Working closely with the CEO, you'll be a trusted partner helping to keep day-to-day operations running smoothly while shaping engaging, youth-led mountain biking opportunities for rangatahi aged 13–17. This is a newly created position, partly funded through a one-off investment from Sport New Zealand, with a specific focus on:

- Maintaining and growing physical activity levels among rangatahi (13–17)
- Supporting the wellbeing and holistic development of young people
- Delivering high-quality experiences that reflect the needs, interests, and aspirations of rangatahi

Teens engage in recreation in diverse ways, and participation in organised and active recreation often declines as young people reach their teenage years, particularly from around age 13. This role has been created to respond to that challenge by supporting participation in ways that matter to young people, whether that is through outdoor enjoyment, social connection, leadership pathways, or opportunities to be active with their peers on mountain bikes.

Through this work, WORD also aims to deepen its understanding of young people's motivations, preferences, and behaviours around active recreation, helping to inform future programme design and delivery.

### The role

You will:

- Lead the design, delivery and evaluation of WORD's teen programmes, ensuring they are safe, inclusive, engaging and financially viable
- Be a visible, trusted leader for rangatahi, instructors and the wider WORD whānau
- Deliver and support after-school sessions, holiday camps and multi-day adventures
- Build strong relationships with families, schools, community partners, and youth networks
- Support WORD Instructor coordination (or equivalent), mentoring and team culture
- Contribute to marketing, communications and community presence
- Work closely with the CEO to support health and safety, planning, systems, reporting and day-to-day organisational needs

This is a role for someone who can zoom in and zoom out - comfortably running a session on the trails one day, and helping problem-solve systems, staffing or programme strategy the next.

### What this looks like in practice

On a week-to-week basis, this role typically includes:

- Designing, implementing and leading the delivery of teen programmes, after-school sessions and holiday camps
  - Providing robust and qualitative and quantitative reporting on the programmes and strategies implemented
  - Supporting and mentoring instructors, and helping build a strong team culture
  - Communicating with families, schools and partners
  - Coordinating bookings, schedules and basic reporting
  - Contributing to marketing, communications and community presence
- Working alongside the CEO on planning, problem-solving and day-to-day operations

(Exact balance will shift across the year and school terms)

## About you

You're someone who:

- Has significant experience in youth development, education, outdoor recreation or mentoring
- Is confident working with teenagers and understands how to create belonging, trust and agency
- Can balance operational delivery with strategic thinking and strong organisation
- Communicates clearly, warmly and professionally with young people, whānau and partners
- Understands equity, access and inclusion, and actively works to reduce barriers for participation
- Appreciates te ao Māori and is committed to creating equitable outcomes for all rangatahi
- Is an enthusiastic mountain biker (instruction experience a bonus, training provided if needed)

## Practical details

- Full-time (40 hrs/week), fixed-term 12 month contract, with potential to extend. Ideal start date 2 March 2026, flexible for the best human.
- Work from home, with required availability on trail and for comms 3-6.30pm, Monday–Thursday during school terms, plus some evenings, weekends and multi-day trips
- Wellington-based
- Pay range: \$35–\$40/hour, depending on experience

## Why WORD?

You'll be part of a values-driven, nationally recognised organisation that genuinely backs its people. We believe in flexibility, trust, professional growth, and making space for life outside of work- and of course, riding bikes while doing meaningful mahi.