



Village Wrench Youth Apprentice

[Mill Village Ministries](#) is a faith-based family of nonprofit enterprises that elevates our whole community through social justice, healthy food, bicycle access, youth employment, and entrepreneurial training in Greenville, SC. [Village Wrench](#), one of MVM's branches, is a nonprofit bicycle shop that provides accessible sales and service, youth employment, and community education for all current and future bike riders in Greenville, SC. Our **mission** is to connect the community through bicycle repair, educational empowerment, and upward mobility; we accomplish this mission through three main programs: youth development (6-Cycle and Apprenticeship), Earn-a-Bike, and monthly Free Bike Repair. Our **vision** is a thriving Greenville empowered through an accessible bicycling community.

Job Details & Compensation:

Youth Apprenticeship begins as a part-time, 7-week summer job opportunity (June 12th - July 28) working 15 hours per week. The schedule will be Wednesday-Friday, with shifts from 10a-3p and 2p-7p, as well as the first Saturday of the month. Pay will be \$9/hour, with the potential for a midsummer raise based on performance. Apprentices will be paid the 15th and 30th of each month. Subject to performance, you will be invited to continue working after school through May.

Job Description:

Four youth apprentices will work at our community bicycle shop, practicing basic job skills, teamwork, and leadership. They will take part in daily operations, attending to customers, repairing bicycles, and maintaining shop organization and inventory. Youth Apprentices will also take personal and professional development classes.

General Responsibilities:

- Participate in bike shop operations, lift up to 35 pounds repeatedly, and spend majority of shift standing and walking
- Contribute to a positive culture through exceptional customer service
- Stay motivated and engaged in work tasks such as:
 - Greet customers and proactively assist them
 - Point of Sale: Intake bikes, write work orders, close out orders when customers pick up
 - Bike Repair: Fix flats, adjust brakes and shifting, harvest bike parts to recycle
 - Shop Appearance: Organize bike parts kitchen and work benches, clean floors and surfaces, hang bikes in appropriate locations
 - Free Bike Repair: Support monthly neighborhood sites through basic repair

Formation Personal & Professional Development: All Mill Village apprentices have the additional privilege of participating in Formation – personal and professional development through classes and field trips.

- *Summer Formation Opportunities*
 - [Youth for Justice](#) small group and book study
 - Cooking Class
 - Field Trips to expose students to opportunities in work, hobbies, and education. Examples include black history in Greenville, climbing, Table 301 service industry, MedEx hospital visit, camping, and Jocassee Lake boat ride.
- *School Year Formation Opportunities*
 - 1-1 Mentoring
 - Money Skills
 - Soft Skills (Emotional & Social Intelligence, Communication, Conflict Resolution, Time Management, Mental Health, Morals & Values, Habits & Goals)
 - Field Trips

Requirements:

- Completed Village Wrench's [6-Cycle](#) Youth Program the previous fall or spring
- Willingness to learn and adapt to new situations and work with a variety of personalities
- 14-18 years of age and physically able to participate in bike shop work

Ideal Candidate:

Most students in this program are minorities who live in under-resourced communities in Greenville, SC. Apprentice applicants who live in a neighboring Mill Village neighborhood and demonstrate a passion for bicycles and community engagement are more likely to be hired.

[Mill Village Ministries Diversity, Equity, and Inclusion Statement](#)

www.villagewrench.org/youth-employment
Questions? Email jessica@millcommunity.org