

Volunteer Information Pack

Reading Bike Hub



Photos by Adam Adrian

On your phone? Swipe left to advance!

Reading Bike Hub exists to make active travel easier, more inclusive, and more accessible for everyone, regardless of age, ability or experience.

Our goal is to empower people to choose cycling for their everyday journeys by offering affordable bike services, education and community support.

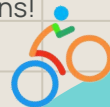
We dream of a place where more people cycle or walk to work, school, leisure or study. Cycling and walking can improve personal wellbeing and help our communities be healthier, greener and more connected!

We are entirely volunteer-run.* Thank you for sharing your skills to make the Hub possible!

*We are hoping to fundraise for essential staff positions!

Thank

You!



About us

We're currently a fully volunteer-run organization, and while some of our services are still in the works, here's a look at what we aim to offer!

The Bike Hub is a Community Interest Company (or "CIC"), which means we are a not-for-profit.

Opening hours:

- Wednesdays 3pm-8pm
- Fridays 3pm-8pm
- Sundays 11am-4pm

Website: readingbikehub.org.uk

Email: readingbikehub@gmail.com

Facebook: Reading Bike Hub

Instagram @wearereadingbikehub



Address: 14-16A, King Street Reading RG1 2HE

What we do



Our services

- **Bike repairs** - at a fair cost, using refurbished or new parts
- **DIY repairs** - use our tools for free and get advice
- **Refurbished bike sales** - including bike parts, and accessories eg lights and bells
- **Workshops** - learn to maintain your bike or boost your cycling confidence - for adults and kids
- **Bike Library** - hire bikes on a short or longer term
- **Our wonderful space!** Community groups can hire.

The Hub, King Street

We are a climate emergency centre, encouraging everyone to look after themselves and the planet. We share our lovely space with...

READING BIKE HUB



That's us!

REPAIR CAFE... coming soon!



Coming soon!

LIBRARY OF THINGS... coming soon!



Coming soon!

THE BIKE HUB TEAM

All volunteers can shape the hub, but here are the key people you'll chat to the most depending what kind of volunteering you do.

From left to right...

- **Udo** - building maintenance and fundraising
- **Kat** - hub welcome, operations, sales, marketing and social media, fundraising, mechanics
- **Jamie** - head mechanic
- **Nieve** - hub welcome and operations



We have over 20 volunteers as of September 2025. Some people give a couple of hours a fortnight, other people come more regularly. It's up to you!

Our values

At Reading Bike Hub, we're committed to creating a welcoming, inclusive space for everyone regardless of gender identity, race, background, refugee status or the type of bike you ride.

- You don't need to be a bike expert to be treated with kindness here. We're here to help, whether you want to learn more or just need your bike fixed.
- We believe bikes bring people together—families included. That's why we've created a welcoming, kid-friendly environment for everyone who visits. While you wait for your bike repair, children can enjoy our selection of toys, and there are comfy sofas for parents and carers to relax.
- We support e-bike users and work on mechanical repairs, but we don't convert bikes or repair electronic components. We don't store or sell batteries on site, and ask that customers take their batteries with them if leaving bikes overnight. We support food couriers as vital members of our town's cycling ecosystem.
- Our work is community-driven. We support movements like Critical Mass and collaborate with local groups to make Reading safer and stronger. We do not support trans-exclusionary organisations or those who unfairly target couriers and low-income riders.
- We aim to support riders through every stage of life, from parents with trailers to older cyclists looking for accessible solutions.

VOLUNTEER TEAMS



You can do this from home



This happens at the hub



MECHANIC TEAM

Fixing bikes for customers, making donations ready to sell, maintaining our hire bikes, showing people how to DIY their bikes.



HUB WELCOME TEAM

Welcome visitors into the hub, and manage the queue for mechanics. Keep the space looking good, clean, make signage, grow plants, and more!



SALES TEAM

We have bikes and parts to sell! We sell in person, and list items online. We're looking for people who can take photos, set prices, and help customers to test ride.



BUILDING MAINTENANCE TEAM

We are looking for people who can roll their sleeves up and lend their skills to make our building safer, cleaner, and eco friendly.



FUNDRAISING TEAM

We're looking for grant-winners, sponsorship wranglers, accountants, and people who can approach local companies to block-book our services.



CONTENT AND EVENTS TEAM

Grow our social media following, take photos, write blogs, or build real community through events.



Scan QR code or tap
here for Mechanic skill
survey

Can you fix it?

MECHANIC TEAM

From fixing punctures to aligning gears, your skills will keep Reading cycling!

You will fix bikes for customers, fix donated bikes ready to sell and advise on how much to charge, and maintain our hire bikes.

We're looking for people who can do basic and more advanced repairs. We're also happy to train you up. Take our Mechanic skill survey so we know what you can do and your training needs!

We're also looking for confident mechanics who can teach others how to look after their bike: whether that's helping people use the DIY tools or during organised workshops. We need trainers of all levels: from basic puncture repair or brake replacement to more complicated stuff.

HUB WELCOME TEAM

The first people that visitors meet! You'll say hello, answer questions about what we do, and gather ideas about what we could do.

You'll organise the queue for mechanics and give estimate wait times for repairs.

You might help with bike part or accessory sales before we have a dedicated team.

During quiet times, you might Hoover, mop or wipe, tidy litter, and keep the space welcoming!

You might chat with potential volunteers or supporters, and put them in touch with the right members of the team.

If you're happy to lend a hand however you can, this role is for you!



Create a friendly welcome



Online and offline sales

SALES TEAM

Amazing people donate bikes for us to sell, and we have bikes for people to hire.

After our mechanics give bikes a service, you will ask their opinion and look up similar bikes to create a fair price.

You'll take photos, write descriptions, upload listings to our sales website, and get back to online enquiries.

All sales and hires have to take place in person, so on site volunteers will help people test ride and help our bikes find homes!

You might be interested in just the online or in person sales, or both - let us know your interest.

BUILDING MAINTENANCE TEAM

Our building has got a lot of repairs to make. These jobs are messy, sometimes need specialist skill, and are not for the faint hearted!

Jet washing the mouldy basement, making the toilets usable, replacing the lightbulbs with something more efficient, building shelving or furniture or access steps... there's a big list!

Handy people very welcome! We have tools, but if you have your own that's a bonus!



Help us improve the building



Help us grow

FUNDRAISING TEAM

If you've written winning funding grants in the past, or you're enthusiastic to try, come and help us raise money!

We also need help approaching local businesses to block book services or workshops with us.

Or maybe you've got more creative ideas for how we can be financially sustainable?

If you've got **accounting**, **law**, **contracts**, or **policy** experience, we'd LOVE to hear from you. We want to make the Hub financially secure, and to ensure that we comply with all relevant laws.

CONTENT AND EVENTS TEAM

Photographers: can you help us make great content for our social media and website?

Writers: can you write social media captions or blog posts, or polish our website text?

We want to keep our Instagram, Facebook and LinkedIn lively. Social media volunteers will organise posts, reply to comments and interact with Reading community and business accounts to make a buzz.

Do you have ideas for regular or one off events to get people into the Hub? If you can think of ways to build community (and raise money) you're ideal for this role!

You could help promote events in person and online, and help with events more generally (whether that's taking photos or rearranging the furniture!).



Building community



READING BIKE HUB

THANK YOU!

Thanks for sharing your skills and knowledge
to grow our community!

See you soon!

All photos in this pack
by Adam Adrian

Updated 8 October 2025

