

DATES RIDE LEADER GUIDELINES

Ride Leader Responsibilities

- 1 Selecting a route – surely a safe one and hopefully an interesting one.
- 2 Getting the ride publicized in DATESLINE and at doubledates.com
- 3 Notifying riders of any unusual situations such as rough or unpaved roads, lack of food and water on the route.
- 4 Preparing a map or queue sheet.
- 5 Conducting the ride.
- 6 Assuring that everyone returns to the start or end point. Ride Leader need not lead the pack. In fact, there are advantages in leading from the rear!
- 7 Previewing INCIDENT REPORTING INSTRUCTIONS to be followed in case of crash or other type of accident.
- 8 Ride Leader need not provide SAG support.

Ride Leader Tasks

- 1 Contact DATES Ride Coordinator to discuss the ride and schedule a date.
- 2 Provide ride description to DATESLINE and DATES web site. For consistency, please use the following format:
 - NAME: Some Fine Ride
 - DATE: Sunday, Feb. XX, 2012
 - TIME: 8:30 am
 - LEADERS: John & Jane Doe. nnn-xxx-xxxx. john@doe.com
 - START: Albertson's Grocery @ Rd name & Rd name, Mesquite. Directions: From I-635 exit at ---
 - DISTANCES: 25, 40, 55 miles
 - OPTIONAL LUNCH: After the ride at ----
 - DESCRIPTION: Medium paced ride with a few hills for interest.
- 3 Drive or ride the route beforehand to check for possible route changes and road hazards (gravel, potholes, construction, etc.)
- 4 Develop map, cue sheet or something similar. Include your cell number!
- 5 At ride time:
 - Assure that all riders complete and sign RIDE WAIVER. Download and print the forms from doubledates.com.
 - Ensure that all riders wear helmets. **REQUIRED!**
 - If there are new riders, introduce them; make them feel at home; assess their ability to make the ride.

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- Provide maps with route marked and optionally cue sheets.
- Give route instructions as required, emphasizing safety. Alert riders to road hazards and navigational challenges, as well as route highlights such as scenic sights, historic landmarks, food/water/bathrooms, etc.
- Make sure someone gets a group photo and encourage others who take photos on the ride to email them to the DATESLINE Editor.
- Enjoy the ride. Handle problems to the best of your ability. If you need help ask other members. Most are more than willing to help and some are quite good at roadside repair.
- Assure everyone completes the ride.
- If there is an accident or crash, follow INCIDENT REPORTING INSTRUCTIONS and complete INCIDENT REPORT FORMS as required. There are separate forms for BODILY INJURY and AUTO ACCIDENT AND PROPERTY DAMAGE.

Notes

- 1 Ride Leaders may be reimbursed by the club for up to \$50 per ride for expenses, such as copying maps or providing refreshments. Submit receipts to the DATES Treasurer. If you anticipate expenses greater than \$50, get permission in advance from the Board (via Ride Coordinators or, if not accessible, any other club officer).
- 2 Rides may be:
 - Meet, ride, and go home.
 - Meet, ride, eat, and go home. (The most popular option.)
 - Meet, eat, ride, and go home. (Least popular)
 - Meet, ride, eat, ride, and go home.
- 3 Best rides have multiple distances, i.e. 15 and 25 miles -- with a fellow club member to be co-leader so both routes have a leader along.
- 4 Best rides have occasional toilet availability. Or at least trees.