

Colorado Springs Cycling Club Ride Leader Responsibilities

- Select and develop a **route** for the ride. It is always best if you have ridden the route prior to the ride. If the ride is more than 20 miles, a ride route cue sheet should be provided describing the route by street names and direction of turns. If possible, mileage between turns can be provided. Total mileage should be provided to riders at the start of the ride.
- If the ride is not a regularly scheduled ride, the ride may need to be submitted to the **ride committee** so it can be added to the schedule and calendar on the website. Please do this no less than two weeks prior to the ride.
- Arrive at the ride start early so you can **welcome riders**. Introduce yourself and the ride. Describe the ride as a CSCC ride. Remind riders that all rides and activities are listed on the website. Provide as much information about the ride as possible and describe how you would like the riders to function on the ride for their pleasure and safety. Ask riders to inform you if they are going to drop out of the ride. Enlist a **sweep** whenever possible.
- Have **all riders sign the ride sheet and waiver**. (The ride sheet can be downloaded from the website or obtained from a ride committee member.) If they are current members they can just sign the sheet and mark themselves as members. If they are new, we would like to collect their e-mail and phone, so encourage them to fill in the form completely and legibly.
- **Assist riders** who have mechanical or physical problems. You may have to send other riders on if problems are significant. Enlist other riders to help at these times. This is a primary reason for riding as a group. Have everyone PULL OFF the roadway, onto the sidewalk or other safe area, when waiting for riders.
- **Keep track of the riders** to the best of your ability and upon return account for any riders not returning.
- **Thank riders** for attending and remind them of the website and other activities happening in the club.
- After the ride, promptly **mail in the ride sheet** as described on the ride sheet.

BELOW ARE “AT THE RIDE START” POINTS TO COVER. Tear off and keep as a guide if desired.

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- **Welcome riders / Introduce yourself**
 - **Make sure everyone is signed in**
 - **Briefly explain CSCC rides / direct everyone to the website**
 - **Request a sweep (if using a sweep); provide radio or exchange cell numbers**
 - **Explain the sweep and posting system (if it is a no-drop ride)**
 - **Ask that people inform you or the sweep if they are going to drop**
 - **Do a safety brief: stopping at stop signs, signaling, single file riding, etc.**
 - **Explain the route and/or make sure everyone has a cue sheet and ask for questions**
 - **Ask for and / or give any announcements**