

# **Mid-Hudson Bicycle Club**

## **Ride Leader Guidelines**

### **Planning The Ride**

- Assemble a set of detailed cue sheets and/or maps.
- Check road conditions by car or bike the week before the ride to verify mileage, note any tricky turns
- Work out short cut options and emergency procedures.
- Bring extra copies of Pulse and membership forms to ride

### **Advertising The Ride**

- Prepare a brief but descriptive announcement for the newsletter (The Pulse). Include distance in miles, start time, start location with directions, rest stops and food availability. Also, use ratings found in the Pulse to determine the terrain and planned rolling speed for your ride.
- If rain will cancel the ride, you must include a phone contact # in the Pulse announcement
- The same ride and contact information given to the Pulse will be posted on the club web site unless the ride leader asks the Touring Coordinator or Pulse editor to restrict personal information
- Ride information submitted to the newspapers will be the same as it appears on the web site

### **At The Start**

- Make sure everyone signs the sign-in sheet. Ask people to sign and leave phone number.
- Have all members sign insurance waiver once per year
- Advise all riders to initial sign-in sheet at end of ride
- Helmets are required for everyone. If someone does not have a helmet, explain to them that they cannot participate in the ride with the club. Cross their name off of the sign-in sheet and do not give them a cue sheet. If they ride along, they do so on their own and not as a participant of the Mid-Hudson Bicycle Club.
- Check that riders are prepared with water bottle, spare tube, pumps.
- Make any new riders feel welcome and introduce them to the group
- When possible, appoint a sweep.

### **Opening Remarks To The Group**

- Explain the routes planned, food/regrouping stops and any potential hazards.
- Discuss safety: SAFETY IS EVERYONE'S RESPONSIBILITY
  - Advise riders not completing to tell leader or sweep.
  - Follow rules of the road. Be courteous to vehicles and share the road
  - Get bikes off the traveled road whenever stopping
- Take a head count at start of ride and at after regrouping
- Leave within 10 minutes of published starting time.

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### **On The Road**

- Keep to the listed pace. Don't let riders keeping with the published pace get left behind. Riders who go off the front are on their own.
- Regroup as necessary. Continue to take head count.

### **In Case Of Emergencies**

- Mechanical Failure: Someone stay with rider to be sure bicycle is repairable. See if parts and/or skills are handy, or arrange for pickup of bike and rider.
- Serious Injury: Leave one rider with the person, and send second for help. Do not move person until qualified help arrives.

### **Principles For Leading A Good Ride**

- Having a fun ride requires planning and making adjustments for weather and riding experience of the participants
- Be assertive without being bossy; lead by example.
- The standards for a safe ride are yours to establish.

### **Ride Report**

- Send a brief report of the ride to the Pulse editor either by mail or e-mail. Include name and date of ride, number of riders, rider's names, ride leader's name, miles covered and a brief description of the events of the day.

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