

Ride Leader Responsibilities (*revised March, 2023*)

We recognize that all ride leaders are volunteers who are giving of their own time to support the Green Mountain Bicycle Club. We expect all ride leaders to exercise their best judgment in all situations.

- Introduce yourself as the ride leader
- Introduce your co-leader
- Talk to new or less experienced riders to make them feel welcome
- Be sure everyone fills out the online GMBC waiver form if they have not yet signed in for the year. Riders only need to fill out the waiver ONCE/Season.
- Be sure everyone has signed up for the ride (names and information on Ride Spreadsheet) so you will know if all riders return. Riders may sign up at the ride start if they forgot to sign up before the ride (having the QR code available helps) or you may have to add their information manually to your spreadsheet. Bring the information with you so that you have their contact information available if necessary.
- If possible, show new riders how to join the club online
- Review safety guidelines (see checklist)
- Review highlights of the ride, including food stops
- Tell riders to let you know if they are going to modify their ride (eg, turn around early, add an extra leg, etc.) so you won't be waiting somewhere for them
- Start the ride on time (not later than 15 min after the posted gathering time) – you are not obligated to wait for late comers
- Take steps to insure that new or less experienced riders are not left behind by doing one or all of the following:
 - ◆ Ride sweep yourself
 - ◆ Ask someone else to ride sweep
 - ◆ Talk to riders at the back to assess their experience and fitness level and to determine that they will all ride together
 - ◆ If the last riders are experienced and specifically request that you not wait for them, it is not necessary to do so
 - ◆ If the ride breaks into more than two groups, determine which group needs another sweep
- It is not your responsibility to repair bikes. However, if you have the following, it is a good idea to bring it: spare tube and/or tube repair kit, pump, very basic tools or all-in-one tool. It is also helpful if ride leaders have a basic first aid kit.
- Account for all riders at the end of the ride; it is helpful to share cell phone numbers
- Ride leaders are obligated to show up at every ride they are leading with maps, regardless of the weather. Ride leaders are not obligated to ride in bad weather.
- If you can't lead your ride, please find a substitute – either one of the other leaders or another responsible person
- Contact Brian (802-304-0610, bjhowd@gmail.com) if you have any questions

- Additional general bike riding information may be obtained at Local Motion (<https://www.localmotion.org/resources>) or the Vermont Transit Bicycle and Pedestrian Program (<https://vtrans.vermont.gov/highway/local-projects/bike-ped>)
- Leader or rider should attempt to get license plate, vehicle and occupant descriptions if possible to report any harassing motorist incidents to appropriate local authorities.