

Umpqua Velo Club

PO Box 2538, Roseburg, OR 97470 – www.umquavelo.org

A non-profit club whose purpose is to promote enjoyable and safe cycling for its members and the community

Ride Leader Proposed Route Form

Please submit this form 6 weeks prior to your first proposed ride date to the current Club President

Terrain Key		Pace Key	
1	Mostly flat	A	10 mph or less average speed
2	Somewhat flat – up to 25% moderate hills	B	11 – 13 mph average speed
3	Rolling hills throughout	C	14 – 16 mph average speed
4	Rolling hills with some steep hills	D	17 – 19 mph average speed
5	Hilly with many steep hills	E	20 + mph average speed

Date	Depart From	Time	Route & Comments	Distance	Terrain	Pace	Ride Leader
Wed May 5	My Coffee Garden Valley	5:30pm	Melqua Rd to Umpqua and return on Garden Valley. Stop at Lighthouse Café for a group break and optional refueling	32 miles	2	C	John Doe 541-555-1234 johnd@yahoo.com

I have read the Ride Leader Responsibilities on the reverse side of this page and pledge to adhere to them

Signature

Date

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Ride Leader Responsibilities

The Umpqua Velo Club recognizes that ride leaders are volunteers who are giving of their own time to provide others an enjoyable experience. Thank you. Ride leaders should recognize that they are accepting a responsibility to provide a safe ride experience for all that participate.

Before the ride

1. Ride the route a few days before the scheduled date
2. Bring a fully charged cell phone, a basic first aid kit and a tool kit
3. Find a responsible member to serve as your sweep rider

At the start of the ride

1. Introduce yourself as the ride leader
2. Describe the ride: distance, pace, dangers, rest/regrouping points, etc.
3. Review safety guidelines: keep to the right, obey all traffic laws, alert other riders to hazards, etc.
4. Make sure all riders wear a cycling helmet – *no one rides without one!*
5. Determine if you have riders who are not members. Help them feel welcomed and have them sign the waiver. Encourage them to join.
6. Count the number of riders. (so you know if all riders return!)
7. Start the ride on time

Using Sweeps - Everyone returns

1. If you haven't already, select a responsible member to ride sweep
2. Review the responsibilities of the sweep rider:
 - a. Have a cell phone, a basic first aid kit and tool kit
 - b. If one or more riders are falling significantly behind, talk to the riders to assess their experience and determine if they can complete the ride
 - c. Communicate with the ride leader to insure everyone returns and/or make plans to split the group and assign new leaders and sweeps as needed

During the ride

1. Lead all the riders and follow all traffic laws and safe riding practices
2. Adhere to the advertised pace of the ride
3. If some riders insist on going at a faster pace, let them go. (At that point they are no longer part of the ride and are not covered by insurance.)
4. Communicate with your sweep. Regroup and/or rest as necessary
5. In case of mechanical problems, provide tools if possible, but avoid making repairs yourself

At the end of the ride

1. Account for every rider
2. Complete an incident report form if a rider goes down or someone is injured – regardless of the extent of the injury – within 24 hours to the Club President
3. Wait for the last rider and congratulate them!

Other

1. Ride leaders should show up for every ride regardless of weather
2. If the weather is bad or there are other safety concerns, the ride may be cancelled
3. If you can't lead the ride, please find another ride leader as a substitute, or call the Ride Leader Chair with sufficient notice