

Guidelines for COGS Ride Leaders

Apr 13, 2015

Leaders may wish to adjust these guidelines to fit the unique needs of their ride(s) but these guidelines are offered to help establish a common framework for COGS Ride Leaders.

- In planning/executing your ride keep in mind: “COGS ride for friends, fun and adventure”.

Prior to Ride

- Post information about your ride approx. two weeks prior to your ride by sending an email to all COGS members. Resend your ride announcement a couple days prior to your ride as a reminder.
- Suggested content of your ride announcement: ride description, approx. distance and elevation gain, pace, meet up location and date/time, cancellation policy, reminder to riders to bring spare tubes, patch kit, pump, etc., and any other information germane to your ride, i.e., lunch/pie/restroom stop plans, ferry schedule info, fees, etc.

Pre-ride Activities for Ride Leader at Meet Up location

- Require all participants to sign the COGS waiver sheet. It is critically important that a waiver sheet be used on all COGS rides. Don't forget this important step!
- Introduce yourself, do introductions, and make any new members/riders feel welcome.
- Review COGS Safety Guidelines and the safety issues/pointers germane to your ride. Don't forget to emphasize safety is of upmost importance on COGS rides and that we want riders to ride safely. Please don't leave the safety discussion step out of your pre-ride introductions.
- Make sure the sweep on your ride has your cell number so you can be contacted in case of an incident during the ride.
- Describe to the participants your plan to keep the ride group “organized” during the ride, i.e., sweeps, corners, meet up points, CUE sheets, etc. and what the ride participants role and your role will be.

During the Ride

- Practice and encourage safe riding activities and be an example to your ride participants. Don't tolerate unsafe practices on your ride.
- Honor your commitment to lead the ride at the pace you announced.
- If there is an accident involving any of your riders facilitate the provision of appropriate aid, and at the end of the ride send the COGS ride coordinator an email accident report.

After the Ride

- Mail in the waiver form to the address on the form. It has become clear we need to retain these waiver forms in the event liability and/or insurance issues arise.
- If you desire post an email to all COGS members sharing the experience (and photos if you have them) of your ride. This may help generate additional interest in our members to participate in other COGS rides.
- Pat yourself on the back for your volunteer services! Thank you!