

## **2017 Bike Florida Rider Work Exchange Volunteers (RWEV)**

Various riding and non-riding volunteer positions under a rider work exchange (RWEV) are available for tour discounts. These positions consist of one-day, two-day, and seven-day riding volunteers and 7-day non-riding volunteers. RWEV categories and discounts are listed below:

- **RWEV Categories are defined as the following:**
  - **One Day:** 6 to 8 hours.
  - **Two Day:** 6 to 8 hours per day. May or may not be consecutive days.
  - **Seven Day Rider:** 4 to 5 hours every day of the tour before or after typical riding times.
  - **Seven Day Non-Rider:** 6 to 8 hours every day of the tour, some positions such as captain and/or coordinator positions may require more than 6-8 hour shifts. Volunteers may bring their bike but are not guaranteed ride time.
  
- **RWEV Discounts are as follows:**
  - **One Day:** \$150 off the cost of the tour.
  - **Two Day:** \$225 off the cost of the tour.
  - **Seven Day Rider:** \$500 off the cost of the tour.
  - **Seven Day Non-Rider:** No charges for the tour or meals. Fuel reimbursement as applicable.

Please note the following when applying for an RWEV position:

- A full day (6-8 hour shift) will be required in order to qualify for the RWEV riding tour discount. It may be necessary to work additional hours based on extenuating circumstances (i.e. inclement weather, current riders' pace, etc.).
- Please review the necessary requirements prior to applying for the RWEV post of your choice.
- All RWEV applications are accepted on a first come-first serve basis.

**\*\*\* Bike Florida staff will notify each RWEV applicant that their application is under review. The RWEV application must be approved PRIOR to registering for the full tour in order to receive the RWEV discount.\*\*\***

Volunteer needs, responsibilities, and requirements are listed below. Please contact [joy@bikeflorida.org](mailto:joy@bikeflorida.org) for any questions regarding the following positions:

### **1. Registration**

#### **A. Packet Stuffing**

**Position Description** (Sunday 3/12)

- a. *Discount Designation:* One Day.
- b. *Job:* Assemble rider packets with applicable information, T-shirts, Jerseys, etc.

- c. *# of Positions:* 6 people. Approximately 8 hour shift per person, lunch will be provided, location Gainesville, FL (additional directions and information to be provided).
- d. *Time Commitment:* Sunday March 12 from 10:00 pm to 6:00 pm.
- e. *One 8 hour shift will qualify for a One Day Discount (\$150).*

## **B. Packet Handout**

### **Position Description** (Saturday 3/18 – Monday 3/20)

- a. *Discount Designation:* One Day or 2 Days
- b. *Job:* Assemble/set-up registration (Day 1), confirm rider's registration information, distribute rider packets and shirts, parking passes, answer general questions regarding proper areas to store bikes, parking, camping locations, etc.
- c. *# of Positions:* 4 people Saturday & Sunday (March 18 &19), 2 people Monday (March 20).
- d. *Time Commitment:*
  - Saturday March 18: 8:00 am to 4:00 pm.
  - Sunday March 19: morning shift 6:00 am to 2:00 pm and afternoon shift 1:00 pm to 9:00 pm.
  - Monday March 20: morning shift 6:00 am to 2:00 pm and afternoon shift 1:00 pm to 9:00 pm.
  - *One 6-8 hour shift per day will qualify for a One Day Discount (\$150).*

## **C. Parking**

### **Position Description**

- a. *Discount Designation:* One Day or Two Days
- b. *Job:* Places parking signs to direct arriving riders. Directs people into appropriate parking area while maximizing use of space, directs people to the location of packet pick-up and HQ/Hospitality, manages load/unload areas while onsite to ensure that people are not parking in load/unload zones.
- c. *# of Positions:* 4 people Saturday morning and afternoon (March 18), 4 people Sunday (March 19), 1 person Monday (March 20) for designation and management of load/unload zones, general assistance and location questions, general questions.
- d. *Time Commitment:*
  - Saturday (March 18) late morning shift 9:00 am-5:00 pm and late afternoon shift 3:00 pm to 9:00 pm.
  - Sunday (March 19) morning shift, 6:00 am to 2:00 pm and afternoon shift 1:00 pm to 9:00 pm.
  - Monday (April 10) morning shift, 6:00 am to 2:00 pm and afternoon shift 1:00 pm to 9:00 pm.
  - *One 6-8 hour shift per day will qualify for a One Day Discount (\$150).*

## **2. Support & Gear (SAG)**

**A. SAG Coordinator**

**Position Description**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Oversees SAG Captain, SAG RWEVs, and Law Enforcement coordination. The SAG coordinator is the first point of contact for riders (handles all dispatch calls), and will respond to any rider medical emergencies on route.
- c. *# of Positions:* 1 person
- d. *Time Commitment:* Sunday (March 19) to Thursday (March 23) hours are 6:00 am to 6:00 pm daily. On Friday (March 24) hours will be 6:00 am to 4:00 pm.

**B. SAG Captain**

**Position Description**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Works directly with SAG coordinator and oversees all SAG RWEVs.
- c. *# of Positions:* 1 person
- d. *Time Commitment:* Sunday (March 19) to Thursday (March 23) hours are 6:00 am to 6:00 pm daily. On Friday (March 24) hours will be 6:00 am to 4:00 pm.

**C. SAG Drivers**

**Position Description**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Works under the SAG Captain driving route and route alternatives to support riders' needs. Must have good navigational skills and/or GPS to avoid riding directly on route. (SAG Drivers **must** have the following: own vehicle – gas will be reimbursed, current vehicle insurance, and current vehicle registration and valid driver's license).
- c. *# of Positions:* 4 people, Sunday March 19 to Friday March 24.
- d. *Time Commitment:* Sunday (March 18) to Thursday (March 23) hours are 6:00 am to 6:00 pm daily. On Friday (March 24) hours will be 6:00 am to 4:00 pm. However: SAG hours begin at daylight and end when the last rider makes it back to host site.

**D. SAG Roving Mechanic**

**Position Description**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Works under the direction of the SAG Coordinator driving route and route alternatives to support riders needs. Must have good navigational skills and/or GPS to avoid riding directly on route. Must have own tools, vehicle, parts, etc. (gas will be reimbursed, current vehicle insurance, and current vehicle registration and valid driver's license).
- c. *# of Positions:* 1 person, Saturday April 9<sup>th</sup> to Friday April 15<sup>th</sup>
- d. *Time Commitment:* Sunday (March 18) to Thursday (March 23) hours are 6:00 am to 6:00 pm daily. On Friday (March 24) hours

will be 6:00 am to 4:00 pm. However: SAG hours begin at daylight and end when the last rider makes it back to host site.

### **3. Hospitality & Headquarters**

#### **Positions & Descriptions**

##### **A. Hospitality Captain**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Oversee Hospitality Tent, hospitality RWEVs, management of merchandise, management of Gatorade & water tree, generally first point of contact for most riders.
- c. *# of Positions:* 1 person every day
- d. *Time Commitment:* Saturday (March 18) hours are 8:00 am to 4:00 pm. Sunday (March 19) through Thursday (March 23) hours are 6:00 am until 9:00 pm daily. Friday (March 24) hours are 6:00 am to 4:00 pm.

##### **B. Hospitality Assistant**

- a. *Discount Designation:* One Day or Two Days.
- b. *Job:* Assist hospitality captain and headquarters coordinator with merchandise sales, general questions from riders, phone charging stations, etc.
- c. *# of Positions:* 4 people every day.
- d. *Time Commitment:* Saturday (March 18) hours are 8:00 am to 4:00 pm. Sunday (March 19) through Thursday (March 23) hours are 6:00 am until 9:00 pm daily. Friday (March 24) hours are 6:00 am to 4:00 pm.
- e. *One 6-8 hour shift per day will qualify for a One Day Discount (\$150).*

##### **C. Headquarters Coordinator**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Assist Tour staff with operations & management, general merchandise sales, and questions from riders, etc.
- c. *# of Positions:* 1 person every day.
- d. *Time Commitment:* Saturday (March 18) hours are 8:00 am to 4:00 pm. Sunday (March 19) through Thursday (March 23) hours are 6:00 am until 9:00 pm daily. Friday (March 24) hours are 6:00 am to 4:00 pm.

### **4. Facilities**

#### **Positions & Descriptions**

##### **A. Facilities Manager**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Oversee set-up at host site for vendors, hospitality tent, tend to portapotty supplies, trash removal throughout the host site, on-site signage to shuttles, bathrooms, meal locations, tend to water tree/Gatorade at hospitality tent.
- c. *# of Positions:* 1 person

- d. *Time Commitment:* Saturday (March 18) morning shift will be 8:00 am to 4:00 pm. After opening celebrations end Saturday, do a last check of campsite. Sunday (March 19) through Thursday (March 23) hours are 6:00 am until 9:00 pm daily. Friday (March 24) hours are 6:00 am to 4:00 pm.

## **B. Facilities Assistant**

- a. *Discount Designation:* One Day or Two Days
- b. *Job:* Assist with host site facilities management including:
  - i. Stocking portapotties with appropriate supplies.
  - ii. Stocking men's/women's restrooms with appropriate supplies and trash management.
  - iii. Trash removal throughout the host site.
  - iv. On-site signage to shuttles, bathrooms, meal locations.
- c. *# of Positions:* 2 people everyday (1 man/1 woman).
- d. *Time Commitment:* Saturday (March 18) morning shift will be 8:00 am to 4:00 pm. Evening shift will be Saturday (April 9) through Thursday (April 14) morning shift will be 6:30 am to 2:00 pm and afternoon shift, 1:00 pm to 9:00 pm. On Friday April 15<sup>th</sup>, hours will be 6:00 am to 4:00 pm.
- e. *One 6-8 hour shift per day will qualify for a One Day Discount (\$150).*

## **C. Supply Truck Assistant**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Assist with loading and unloading of rest-stop and facility supplies as needed, under the direction of the Supply Truck Coordinator.
- c. *# of Positions:* 2 people every day.
- d. *Time commitment:* Friday (March 17) and Saturday (March 18) hours are 8:00 am to 4:00 pm. Sunday (March 19) through Thursday (March 23) hours are 6:00 am until 9:00 pm daily. Friday (March 24) hours are 6:00 am to 4:00 pm.

## **5. Sign Placement**

### **Position Description**

#### **A. Sign Captains (Morning Captain & Afternoon Captain)**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Places directional signs on cycling route.
- c. *# of Positions:* 2 people every day.
- d. *Time Commitment:* Saturday (March 19) to Friday (March 24). Morning Captain is from 5:00 am to 2:00 pm. Afternoon Captain is from 3:00 pm to 7:00 pm.

**B. Sign Captain Assistant (Mornings)**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Places directional signs on cycling route.
- c. *# of Positions:* 1 person each day
- d. *Time Commitment:* Saturday (March 18) to Friday (March 24) from 5:00 am to 2:00 pm.

**C. Sign Captain Assistant (Afternoon/Evenings)**

- a. *Discount Designation:* 7 Day Non-Rider
- b. *Job:* Places directional signs on cycling route.
- c. *# of Positions:* 1 person each day
- d. *Time Commitment:* Saturday (March 18) to Thursday (March 23). Afternoons 1:00 pm to 7:00 pm. Friday (March 24) afternoon 12:00 pm to 4:00 pm

**6. Medical**

**Position Description**

**A. Medical Director**

- a. *Discount Designation:* 7 Non-Rider
- b. *Job:* Assist with minor medical needs and advice. Must have paramedic or nursing certifications at minimum. Must provide certifications to Bike Florida upon request.
- c. *# of Participants:* 1 person each day
- d. *Time Commitment:* Saturday (March 18) to Thursday (March 23) stationed at the Hospitality tent during hospitality hours (6:00 am to 9:00 pm) and on call. Friday (March 24) from 6:00 am until 4:00 pm.

**7. Rest Stops**

**A. Rest Stop Volunteer**

- a. *Discount Designation:* One Day or Two Days
- b. *Job:* Works directly with the rest stop captain and community rest stop volunteers to assure proper rest stop set-up and operation.
- c. *# of Positions:* 1 person per rest-stop van per day (total 5 people per day)
- d. *Time Commitment:* Sunday (March 19) through Friday (March 24) hours are 6:00 am to rest stop closure.
- e. *One 6-8 hour shift per day will qualify for a One Day Discount (\$150).*

**8. Meals & Food Service**

**Positions & Descriptions**

**A. Food Service Captain**

- a. *Discount Designation:* 7 Day Rider OR Non-Rider
- b. *Job:* Coordinate Food Service.

- c. *# of Positions:* 1 person
- d. *Time Commitment:* Saturday (March 18) from 4:00 pm to 9:00 pm. Sunday (March 19) through Thursday (March 23) from 5:00 am to 9:00 am and from 4:00 pm to 9:00 pm. Friday (March 24) from 5:00 am to 9:00 am.

**B. Food Service Assistant**

- a. *Discount Designation:* One Day or Two Days
- b. *Job:* Work with the food service captain as needed.
- c. *# of Positions:* 2 people each morning and each evening.
- d. *Time commitment:* Saturday (March 18) from 4:00 pm to 9:00 pm. Sunday (March 19) through Thursday (April 14) from 5:00 am to 9:00 am and from 4:00 pm to 9:00 pm. Friday (March 24) from 5:00 am to 9:00 am.
- e. *Two shifts per day will qualify for a One Day Discount (\$150).*

**C. Meal Checker**

- a. *Discount Designation:* One Day, Two Days, or 7 Day Rider.
- b. *Job:* Checks morning and evening meal tickets
- c. *# of Positions:* 2 people each day
- d. *Time Commitment:* Saturday (March 18) from 4:00 pm to 9:00 pm. Sunday (March 19) through Thursday (April 14) from 5:00 am to 9:00 am and from 4:00 pm to 9:00 pm. Friday (March 24) from 5:00 am to 9:00 am.
- e. *Two shifts per day will qualify for a One Day Discount (\$150). Two shifts per day every day will qualify for a 7 Day Rider Discount (\$500).*