

# tips for team captains

## Thank you for being a Team Captain!

You're the boots that keep the RIDE moving. You play a vital role in the event, and we're grateful for your leadership. Here are a ton of time-tested tips to turn your team into a tight tribe of tenacious trailblazers:



## your basic duties

- Recruit team members,
- Fundraise successfully
- Lead well!



## how to begin

- **Register** online and create your team with a fun creative name!
- **Recruit** 7, 8, or 20 of your friends and family to register and fundraise with you.
- **Fundraise** personally as captain and encourage your teammates to fundraise too. As a rule, team captains fundraise 3X more than their teammates.
- **Donate** to your own campaign and your teammates to set a generous fundraising tone of the event.
- **Communicate** frequently with your team to keep them excited and connected.



# getting organized

**Captains make it happen!** 99% of being a great captain is being an encouraging friend - here's the rest of it:

## 1 set a good goal

It's up to you to set the team fundraising goal. A \$2000 goal is a good start, but it depends on your team and your expectations of them - talk to your teammates and build your own goal! Most participants raise around \$250-\$300, but some raise **much more**. What's important is to settle on a goal and talk about it often in your communication. Don't worry, you can edit your goal anytime.

## 2 talk about the t-shirt

When any of your teammates fundraise \$150 (adults) or \$75 (youth) they get thanked with a nifty, freshly-designed RIDE t-shirt. **Talk it up!**



## use the tools!



Share these helpful RIDE tools with your team:

- **How to Fundraise:** The absolute basics of fundraising for beginners of all ages
- **Campaign Ideas:** There are many ways to fundraise - pick a technique that works for your personality

## 3 brainstorm teammates

As you begin, consider all the **potential teammates** you could ask to join your team. Write their names down without a lot of self-editing, and keep brainstorming. Talk to your team to get more ideas, and encourage them to bring on teammates who will fundraise too.

## 4 communicate

Stay in contact with your team, both during the campaign and on RIDE Day. Group texts, short emails, and the odd phone call over the campaign period will keep you and your team encouraged and focused. Welcome new members joyfully, and **celebrate** good fundraising pushes! Then, on RIDE Day you'll want to make sure your team has your cell number handy to stay connected.



# money safety waivers

## handling money

All cash or cheque donations need to be collected sent directly to **RIDE Head Office.**

- **Credit Card:** The Best Option! Simple, secure, automatically tax receipted for gifts of \$20+. Visit the Donate page, share your personal page link, or have your donor call the **RIDE Head Office.**
- **Cheques:** The Old Faithful - made out to "Ride for Refuge" with your name on the Memo line. Mail them to the RIDE Head Office along with your completed pledge sheet.
- **Cash:** You have 2 options:
  1. Login to **FundHub**, click "Enter \$\$ and Cheques," create pledges for your cash donations, pay them off with your personal credit card, and keep the cash. *OR...*
  2. Write a cheque (made out to "Ride for Refuge") for the total amount of cash you've collected. Mail it to RIDE Head Office with your completed pledge sheet.



## safety first!

- Youth/children under the age of 18 should always be **supervised.**
- Remind your team that in case of an accident or injury, they should **immediately call 911** for emergency support.
- If an accident does occur, please contact the **RIDE Head Office** by phone or email.

## watch for waivers

**Everyone on your team must register online before RIDE Day.**

- **Adults:** When you register online, you automatically accept an electronic waiver, which is all that is needed for adults.
- **Youth/Children:** If you have youth or children under 18 on your team, they will need to submit a waiver from their parent/guardian.
  - An online form will be emailed to all guardians in advance of RIDE Day.
  - You may also bring a filled-out **printed waiver** instead.
  - Waivers will also be available at check-in.



# team recruitment

Having trouble brainstorming teammates? **Consider asking your...**

- **Spouse/partner:** Of course they'll join your team. Tell them it's a date... then surprise them with the news they're about to spend it with hundreds of other sweaty people walking + biking - they'll never forget the moment you asked.
- **Kids:** Hey, why not? What a learning opportunity! People seeking hope, safety, and freedom is so important - what a great way for them to learn.
- **Siblings:** You've got a couple on your "nice list" right? Great - now put them on your recruitment list.
- **Mom or Dad:** Before you were born, they used to have a life. They did stuff, they had fun, they know more than you think - so ask them!
- **Neighbours:** You shoveled their driveway all last winter, so they kind of owe you now - cash in and invite them.
- **Workpeople:** Yeah, that's a term. All week long they keep thinking how wonderful you are - you might as well invite them on your team and prove their assumptions correct!
- **Friends:** They'd love to join you because you're the most bestest bestie for life friend in the whole wide world, with a cherry and five hashtags on top.
- **Boss:** She'd be soooo impressed - that's a raise!
- **Pastor/Minister/Old-timey vicar:** Tell them they can wear their vestments on their RIDE, if they want.
- **Classmates:** Save them from a Saturday of Netflix binging - give them a chance to join you and do something fun and meaningful.
- **Church/study/small group:** These folks are great fun and might love to bike or walk for a few hours on a Saturday. If they're not convinced, tell them there's a potluck - church people love potlucks.
- **Everybody else:** Pilates instructor, yoga friend, the guy beside you on the bus every morning, your favourite barista who always remembers your order, your accountant, your lawyer (it's a matter of justice, they should be all over it), your doctor, dentist, or do-gooder friend at the club - the list is endless.



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