

Ride Manager Workshop

March 7, 2010
2980 Giovando Road, Nanaimo BC
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PLEASE RSVP so we know numbers and can send you materials for reading in advance.

Purpose of the meeting:

To provide BCCTRA event organizers and those interested in building skills in ride management an opportunity to get together and learn about to host successful events.

Bring: A notebook and pen, your ideas and questions

Prepare: Please read the 2010 Ride Manager manual in advance.

Itinerary:

9:30 am Coffee and snacks

10:00 am Introductions

Overview of the day – goals of the workshop

10:15 am BCCTRA events – Schooling rides, pleasure rides and competitive trail rides –

what is the difference?

10:30 am **The planning process – from A to Z..**

1. Deciding to host an event – what needs to be considered first?
2. Planning the event – what steps are involved?
3. Secure the event site
4. Indicate your interest to BCCTRA and get your event on the event calendar
5. Map out the trail routes
6. Secure access to trails and property
7. Secure veterinarian(s) for CTR's (and potentially schooling rides and pleasure rides)
8. Secure sponsorships (optional)
9. Determine your ride budget and set your ride price
10. Get the word out and promote your event
11. Take registration
12. Manage your event budget

Mary Carr, Secretary
BC Competitive Trail Riding Association
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