

ATASCADERO HORSEMEN'S CLUB TRAIL BOSS RESPONSIBILITIES

1. The trail boss has the authority to remove any horse and/or rider at any time.
2. Trails coordinator will meet with trail boss 3 months before scheduled ride. The coordinator will go over rules, pre-ride suggestions and what to write up for the newsletter. Choose Safe Trails.
3. Pre-ride the trail with enough time to allow for any trail maintenance that may need to be done to ensure it is safe for the club. It is recommended that a board member pre-ride the trail with you. Take note of the conditions, length of the ride, and where the closest place to go for help in case of an emergency.
4. Write a short DETAILED description of the ride for the newsletter. Things to consider are:
 - The date and time the ride begins. If during raining season, you may include a rain date.
 - If your ride is early in the month, submit your description one-month earlier to the editor. If your ride is scheduled later in the month, you can submit your description during the current month. Newsletter deadline is the 20th of each month.
 - Campouts should be announced at least two months in advance to allow time for planning.
 - Indicate appropriate Trail Ratings (see back side for ratings).
5. On the day of the ride, **EVERYONE MUST SIGN, INCLUDE THEIR PHONE NUMBER, AND CHECK THAT THEY ARE A MEMBER**, on the Atascadero Horsemen's Club waiver. Non Members must join and fill out an application before being allowed to ride. Start ride on time. Do not keep the riders who are ready on time waiting for the inconsiderate few who are late.
6. Briefly go over trail and courtesy rules with member- Find out if there are any horses that are likely to kick and provide them with a red ribbon if they do not already have one. The red ribbon should be around the horse's tail. Introduce your drag rider to the riders. Do a group introduction. Count your riders at the start and during the ride. Explain at the beginning that ~~you~~ the trail boss **MUST** be advised if anyone leaves the group.
7. Make sure that you know where your riders are all times! Use the walkie-talkies to communicate with the drag rider. Set a pace so that everyone can follow or wait periodically for everyone to catch up.
8. The trail boss may designate a fast and a slow group. There must be a trail boss for both groups.
9. The trail boss **MUST** carry the designated saddlepack. The saddle pack includes: a first-aid kit, camera for club pictures, red ribbons, walkie-talkies, the sign-up sheet/waiver, trail boss responsibilities, and the riding rules.
10. When you lead a night ride, the trail boss and drag rider **MUST** have flashlights. Members are also recommended to carry flashlights.
11. It will be at the discretion of the Trail Boss if they allow ponying on their ride. Factors such as group size and trail conditions may influence their decision. Anyone ponying might be asked to ride at the back of the group to minimize problems with other riders. Ride write-up should state if ponying is allowed or not.

TIPS FOR TRAIL BOSS AND CHECK OFF LIST

1. Pre-ride with a board member (if possible) and rate the ride (easy, moderate or hard). See below for descriptions of the ratings:
 - **Easy** (examples: Jim Green Trail, Anza Trail) – Fire roads with some single track, fairly flat with low hills, 1-2 hours ride, well maintained trails on either sand or packed dirt.
 - **Moderate** (examples: Trout Creek, Black Mtn.) – Single track and fire roads, moderate climbs and descents, 3-4 hours ride, fairly well maintained trails on hard pack road or packed dirt. Few creek crossings. One water tank at halfway point; no water available in parking area. Shoes suggested.
 - **Hard** (examples: American Canyon – Saturday Ride) – Mainly single track, 5+ hours, long and steep climbs and descents, drop-offs. Many creek crossing depending on rain, some crossings are very steep and rocky. Water available in creeks and water troughs – mainly available from lunch on. Shoes recommended.
 - **Other items to consider:**
 - Condition of horse (ridden once a month, ridden weekly, endurance riding)
 - Type of trail (fire road, single track)
 - Footing (smooth, sandy, rocky)
 - Length (how long of a ride)
 - Creek crossing (are there any, how difficult are they, how numerous)
 - Things particular to certain rides (bridges, lots of mountain bikes or motorcycles)
 - Are dogs / ponying allowed?
 - Water availability
2. Check out the following:
 - Parking for horse trailers and vehicles. How many can park? Any special ways to park to get more vehicles in, etc.
 - Road conditions
 - Hours to travel to get there.
 - Costs to get into riding area.
 - Make note of nearest emergency facility.
 - Hazards on the trail (see items to consider below the ratings)
 - Is there water for the horses on the trail, parking area, halfway point?
 - Is a Wilderness Pass (Adventure Pass) required?
3. TRAIL BOSS is the “**BOSS**”. You call the shots!
4. Don't cancel the ride, try to get an alternate trail boss or call the trail coordinator.
5. Keep in communications with the drag rider while on the ride. Tip: If you do not see the drag rider, stop and wait for your drag rider to catch up. Use walkie talkies for large groups.
5. Overnight rides, things to consider:
 - Weather forecast
 - Water – will riders need to bring water for themselves and horses? Do we need to bring a hose, if water is available?
 - Food – will there be a potluck?
 - What are the camping conditions for you and your horse?
 - Is camping permission required from someone?
 - Are there shower and restroom facilities?
 - What are the facilities for horses – corrals, high-lines, etc.?
 - Bring a muck rake and bucket to clean your horse's area.
 - Bring food for your horse!
6. If you want to caravan - set a meeting place and time.
7. Get lists of riders going; who is bringing a trailer, who may need a ride, etc....