

2023 ROCKIN' ROLL  
BIKE AND MUSIC FESTIVAL  
VOLUNTEER HANDBOOK



**Rockin'  
Roll**  
**BIKE & MUSIC  
FESTIVAL**

[WWW.BIKEANDMUSICFEST.ORG](http://WWW.BIKEANDMUSICFEST.ORG)

## Welcome

Dear Volunteer,

We extend a warm welcome to you as a valued volunteer for the Rockin' Roll Bike and Music Festival. With your help it's going to be a GREAT EVENT!

We appreciate your dedication, and to express our gratitude, we're pleased to provide you with a volunteer shirt, dinner, and entry to the concert.

This manual is designed to provide you with all the essential information you need to have a productive and enjoyable volunteering experience. We thank you for your time, energy, and commitment to our cause.

Together, we can create an unforgettable event that makes a positive impact in our community. Thank you for your support!

Julie Cassity  
Ride Organizer  
President and Founder,  
Music Therapy of the Ozarks  
[www.musictherapyoftheozarks.org](http://www.musictherapyoftheozarks.org)



## Event Overview

**Date:** 10/14/23

**Location:** Mother's Brewing Company

### What is the Rockin' Roll Bike and Music Festival?

Music Therapy of the Ozarks and the Price Cutter Charity Championship presented by Dr. Pepper will be hosting the 6th Annual Rockin' Roll Bike and Music Festival. It's the perfect blend of live music, killer cycling and a shared commitment to a great cause. Join us for an unforgettable day.

### What Makes Our Event Special?

A variety of routes are offered for the ride, including a family-friendly 3-mile course and more adventurous 20, 35, or 55-mile options. All routes feature rest stops with live local bands, snacks and refreshments. The ride concludes with dinner and a concert. There are:

- Live Music Performances
- Variety of Bike Routes
- Delicious Food and Drinks
- Family-Friendly Fun
- Raffle Prizes

### Why Do People Attend?

Not only will participants enjoy a day of incredible entertainment and awesome cycling, but everyone's participation also supports a great cause. All proceeds from the event will benefit Music Therapy of the Ozarks and the children's charities of the Price Cutter Charity Championship, helping us make a positive impact in our community.

## Event Schedule

<b>9:00 AM</b>	Registration Opens
<b>10:00 AM</b>	55 Mile Ride Departs (Road Only & Mixed Surface)
<b>11:00 AM</b>	40 Mile Ride Departs
<b>12:00 PM</b>	20 Mile Ride Departs
<b>1:00 PM</b>	3-Mile Family Friendly Ride Departs (w/ Police Escort)
<b>2:00 PM</b>	Post-ride Meal, Games, Prizes, and Special Performances
<b>5:00 PM</b>	Socialize and Get Ready to Rock!
<b>6:00 - 9:00 PM</b>	Evening Concert with GRANT WILLIAMS + THE FORMULA



## Volunteer Schedule

***Volunteers located at Mother's please check in 30 minutes before your shift. Rest stop and Route Intersection support please check in an hour before your shift.***

<b>7:30 AM</b>	Event Set-Up – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>9:00 AM</b>	Registration Opens – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>9:00 AM - 5:00 PM</b>	Raffle Ticket Sales – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>10:00 AM - 12:30 PM</b>	Route Intersection Support – Check in for Details
<b>10:15 AM - 3:00 PM</b>	Rest Stop Team – Frisco Storage at 4175 N. Willard Springfield, MO 65803
<b>10:30 AM - 3:00 PM</b>	Rest Stop Team – Frisco Trail Head - 109 Jackson Street, Willard, MO 65781
<b>11:00 AM - 2:00 PM</b>	Rest Stop Team – Walnut Grove Trail Head 11956 State Hwy BB, Walnut Grove, MO 65770
<b>11:30 AM - 3:00 PM</b>	Rest Stop Team – The Hive 304 E. Jackson St, Willard, MO 65781
<b>12:30 PM – 3:00 PM</b>	Route Intersection Support – Check in for Details
<b>1:00 PM – 3:00 PM</b>	Cheering Squad – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>1:00 PM – 3:00 PM</b>	Photo Booth Attendant – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>1:05 PM – 1:45 PM</b>	Rest Stop – Discovery Center – 438 E St Louis St, Springfield, MO 65806
<b>1:30 PM – 5:30 PM</b>	Dinner Greeters – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>1:30 PM – 5:30 PM</b>	Dinner Buffet Servers & Clean-up – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>1:30 PM – 5:30 PM</b>	Hospitality – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>3:00 PM – 5:00 PM</b>	Photo Booth Attendant – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806
<b>6:00 - 7:00 PM</b>	Event Cleanup – Mother's Brewing Company at 215 S Grant Ave, Springfield, MO 65806

## PARKING

When you arrive to Mother's Brewing Company, you can park in the lot or across the street (Grant Avenue) in the designated parking lot. Please avoid parking where there are cones.

Cyclists will line up inside the gate, near the covered pavilion at Mother's. Please do not block the parking lot.



## VOLUNTEER ROLES AND RESPONSIBILITIES

First, the golden rule of volunteering at the Rockin' Roll Bike and Music Festival is to have fun, enjoy the day, engage with participants and other volunteers so we all have a memorable experience. The experience for cyclists, volunteers and spectators is like nothing else in Springfield– and we couldn't make it happen without volunteers like you.

### PACKING LIST FOR A GREAT DAY

- Sunscreen and lip balm
- Sunglasses
- Water bottle with your hydration fluids
- Healthy snacks
- Rain gear
- Cool weather clothing
- Comfortable footwear (no sandals)
- Lightweight folding chair
- Cell phone (keep in your pocket unless communicating about a race incident)
- NO EAR BUDS OR HEADPHONES - we need your FULL UNDIVIDED ATTENTION while on duty, so store these safely for later!

### **EVENT SET-UP TEAM**

This team will be located at Mother's Brewery and will help set up the event area for the day.

#### Table Set-Up

Volunteers will set up tables for the following sites:

- Volunteer Check-In (1 table, 2 chairs)
- Biker Check-In: (2)
- Raffle: (2)
- Prize/Awards Table: (2)

#### Table Decoration/Morning Prep

Volunteer Check-In (1 table):

- Volunteer List, Pencils/Pens/Highlighters (5 total)
- Volunteer shirts organized by size

#### Breakfast Table

(1 table) – Set up coffee and breakfast items

#### Cyclist Check-In

(2 tables) Volunteers will arrange

- Biker registration papers
- Swag bags



- T-shirts (current and past) for sale
- Bike Jerseys (current and past) for sale

### Raffle and Silent Auction

(2 tables): Volunteers will set up

- Two tablecloths and arrange raffle table sign
- All raffle items (displayed in aesthetically pleasing way)
- Raffle tickets
- Markers/pens/pencils (5 total), and container to put raffle tickets in.

### Banners

Hang MTO and CMTW banners

### Start Line Set Up

Inflate Kuat arch and tie down

### Rest Stop Prep Team

This team will lay out each rest stop tub and related materials and will wait for rest stop volunteers in the parking lot of Mother's to pick up to then take to the rest stop.

## **MOTHER'S EVENT TEAM**

### Cheering squad (Mother's)

1 person- obtain cow bells and stand at entrance to Mother's and ring cow bells and cheer riders as they finish

### Photo Booth Team

Encourage people to taking a pictures in the photo booth

### Dinner Greeters

- Greet every person coming through dinner area for wearing a wristband Check wristbands and welcome attendee to the buffet
- Help caterer set up foodline
- Set up table to sit behind for checking wristbands

### Dinner servers and cleanup

- Assist with buffet service and clean up

### Hospitality

- Assist with keeping trashcans emptied, restroom restocking and maintaining a clean environment



## ROUTE INTERSECTION SUPPORT AND REST STOP TEAMS

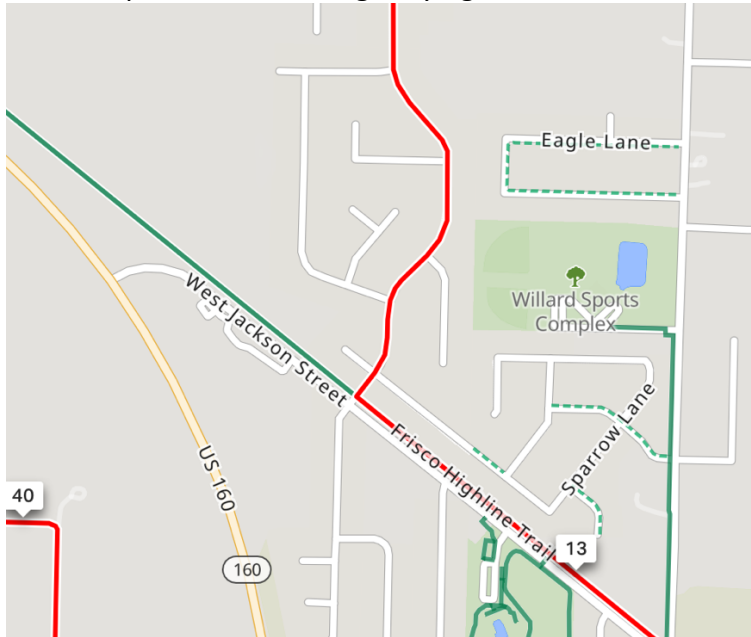
Please make sure you are wearing the safety vest you received upon check-in at the volunteer table at Mother's. Please remember to return this equipment at the end of your shift.

### ROUTE INTERSECTION SUPPORT

10:00 am -12:30 pm Route Intersection support (3 people)

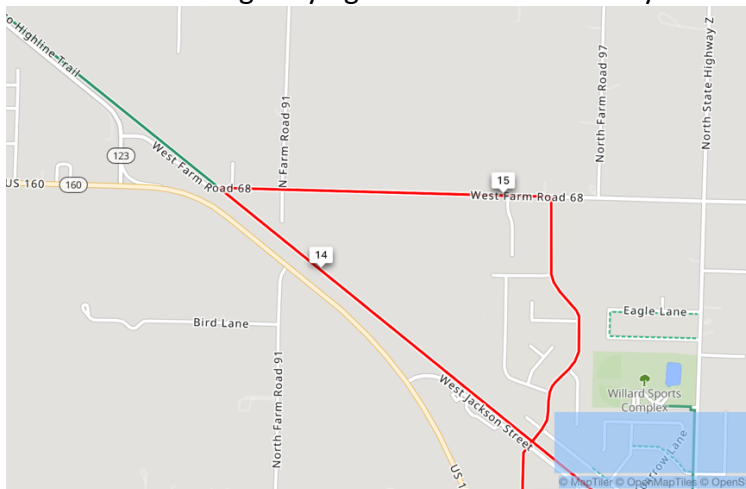
Location- Frisco Trail and Arrowhead Rd.

- Obtain cow bells before heading to your post, bring a chair so you can sit while waiting on riders, and when you see riders, stand at crossroads, cheer riders as they ride by while also directing them which way route goes.
- 1 person obtain a sign saying 55-mile route this way.



Location- Frisco Highline Trail and Farm Rd 168. 40 mile turn-off (2 person)

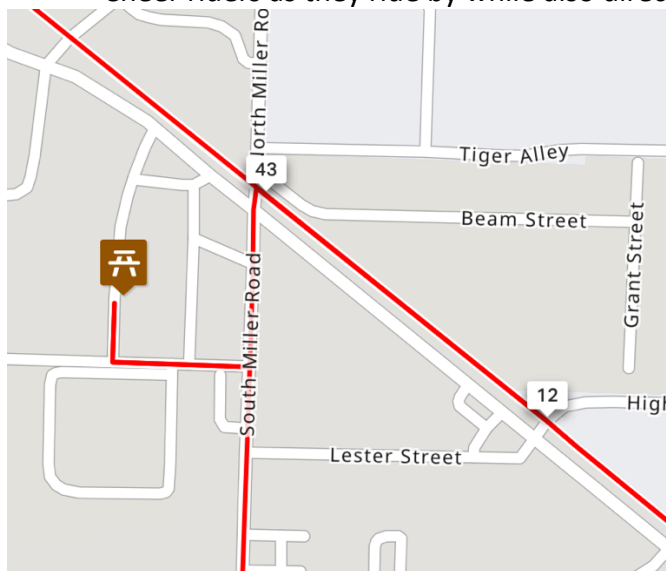
- Obtain a sign saying 40-mile route this way.



12:30 pm -3:00 pm Route Intersection support (2 people)

Willard- Frisco Trail and Miller Road

- Obtain cow bells and direction signs before heading to your post
- Bring a chair so you can sit while you wait on riders, and when you see riders, stand at crossroads
- Cheer riders as they ride by while also directing them which way route goes to the Hive.



### ROUTE INFORMATION

Detailed route information can be found [HERE](#). Individual [RidewithGPS](#) links are below.

[3-Mile Family Fun Ride](#)

[20-28.5 Mile Route](#)

[40 Mile Route](#)

[55 Mile Paved Route](#)

[55 Mile Mixed Surface Route \(26 Miles on Gravel\)](#)

### ROAD MARKINGS

The 3-Mile Family Fun Ride will have full police escort. All riders please be sure to stay behind the leading escort car and in front of the rear escort car.

For all other routes, you will follow the YELLOW markings labeled with RR and an arrow until you arrive at the section of the Frisco Highline Trail (Arrowhead Road) where the various routes separate. Then you will begin following the color markings for your route.

20-28.5 Mile Route = PURPLE

40 Mile Route = ORANGE

55 Mile Paved Route = Remains YELLOW

55 Mile Mixed Surface (Gravel) Route = GREEN





When riders return to the Frisco Highline Trail, they will follow the YELLOW markings once again.

Intersections are well marked with 2 or 3 colored arrows before and after the turn.

- Large intersections in which you will go straight are marked as well.
- If you do not see a marking, go straight.

It is highly recommended that riders use the app “Ride with GPS”. The app provides turn by turn directions for the route. If they choose not to use this, they can simply follow the arrow markings.

### REST STOPS

There are rest stops located on course where participants can replenish their hydration and food needs. For hydration, riders will carry either drink bottles, or a hydration pack that they will fill up with water or the electrolyte sports drink. There will also be snack and live music at each rest stop. Event staff will deliver all supplies to each location. Waste bins are provided at each station to dispose of any litter. Riders are instructed that they can only discard rubbish at the aid stations. Below are the rest stops and times they will be open, as well as the musicians who will be performing:

#### Frisco Trail Mini Storage

Open 10:15 am - 3:30 pm

Performers

10:15 am -11:30 am – DREAM TEAM

11:30 am - 1:30 pm – Dave Hinson

1:30 pm - 3:00 pm – Jack Bowden

#### Frisco Trail Head Willard

Open from 10:30 am - 3:15 pm

Performers

12:00 pm - 2:00 pm – Uncle Buster

#### Walnut Grove Trail Head

Open from 11:15 am - 3:30pm

Streamed Music

#### The Hive - 304 E. Jackson St, Willard, MO 65781

Open 11:30 am - 3:30pm

Performers

12:00 pm -1:30 pm – Uke 66

1:30 pm - 3:30 pm – Todd Osbern



## SAG TEAM

Please contact John Wall at 660-851-4516 for information about your shift. There will be a SAG team will be posted at each rest stop to provide assistance; however, not all parts of the Frisco Highline Trail will be accessible, so cyclists may have to walk to receive assistance.

The SAG hotline number is printed on each cyclist's bike plate, which will be provided at check-in or at packet pick-up. Cyclists will give the SAG team member the number that is on their bike plate for identification purposes.

You can let cyclists know that Bicycle Outlet and A&B Bicycle Shop will be available all day for mechanical support, both at the start of the ride and at various rest stops.

Reminders for cyclists:

- Bring extra tubes, a hand pump or CO2 cartridges.
- Helmets are required to be worn during this ride for your safety!!
- Please have lights on bikes to increase visibility.
- Be careful at all major street crossings and follow all traffic laws. Safety is our utmost concern!

## JOIN US FOR DINNER

**Please have your wristband on for access to the buffet.** All volunteers will receive one to be used as your dinner ticket, along with an event t-shirt in volunteers swag bags.

- Dinner will be served from 2:00 pm - 5:00 pm.
- The dinner will be a Mexican buffet prepared by The Hive and served inside the Barrel Room at Mother's. There should be plenty of variety for all types of dietary needs.
- Outdoor seating will also be available for dinner.

## CONTACT INFORMATION

For any questions, concerns, or in case of emergency, please contact:

- Julie Cassity at 417-861-7345



## DRESS CODE

Volunteers are encouraged to wear comfortable clothing suitable for the event and to dress appropriately for the weather. You will be provided with volunteer shirts upon check-in. Please wear your shirts and wear comfortable, closed-toe shoes.

## SAFETY AND EMERGENCY PROCEDURES

The safety of our volunteers, participants, and attendees is paramount. In case of an emergency or if you witness any unsafe behavior, please immediately contact event security or medical personnel.

- Please call Julie Cassity at 417-861-7345 immediately to report any safety issues.
- First aid stations are located at each Rest Stop along the course.

## ACKNOWLEDGMENTS

We extend our heartfelt gratitude to each and every one of our volunteers. Your contributions, no matter how big or small, are invaluable in making the Rockin' Roll Bike and Music Festival a success. Thank you for your dedication and commitment to our cause.

