

Ride Leader & Group Leader Responsibilities

March 2026

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196MTB has several ways for adults to participate. This guide provides information about the roles and responsibilities for Ride Leaders and Group Leaders. These processes and definitions are specific to the 196MTB team.

- **Ride Leaders:** Assigned to a specific “pod” of riders for either the Middle School or High School team.
- **Group Leaders:** Slightly more responsibilities than a Ride Leader and these volunteers are required to have MCA Level III certification.
- **Pod:** Riders are broken into smaller “pods” based on ability (usually 4 to 10 riders per pod).

MCA does not differentiate between Ride Leaders, Group Leaders, and Coaches.

196MTB Ride Leader versus Group Leader Responsibilities

*See certification requirements in the “MCA Certification Section” below.

	Ride Leader	Group Leader
Certification Requirements *	Complete Level I or II MCA Certification PRIOR to the start of the season	Complete Level III MCA Certification PRIOR to the start of the season and at least one year as a Ride Leader
“Pod” Formation	Help riders in the “pod” get to know each other	Help riders establish individual and group goals
Practice Responsibilities	<ul style="list-style-type: none"> ● Support the Group Leader in guiding and managing their “pod” ● Ensure riders are present, attentive, and engaged during “wheels in” and “wheels out” meetings ● Reinforce trail etiquette and help 	<ul style="list-style-type: none"> ● Lead and take ownership of a designated “pod” ● Manage attendance and support sign-in/sign-out during “wheels in” and “wheels out” ● Ensure adequate Ride Leader coverage for all pod activities

	<p>coach positive riding behaviors</p> <ul style="list-style-type: none"> ● Keep track of all riders at all times, ensuring no one is unaccounted for ● Communicate regularly with the Group Leader about rider ability, progress, and any concerns ● Confirm practice attendance in TeamSnap 	<ul style="list-style-type: none"> ● Clearly communicate the practice plan to Ride Leaders within the pod ● Collaborate with Coaching Staff on pod performance and suggest training plan adjustments as needed ● Set and reinforce expectations for trail etiquette ● Identify riders who may need to move pods based on ability and communicate recommendations to Coaching Staff ● Attend all practices; if unavailable, notify Coaching Staff and update attendance in TeamSnap
<p>Race Day Responsibilities</p>	<ul style="list-style-type: none"> ● Attend pre-rides when possible to support course familiarity and preparation ● Assist with race-day warm-ups for riders in your “pod” ● Cheer on and encourage your riders throughout the race day 	<ul style="list-style-type: none"> ● Attend pre-rides when possible; if unavailable, coordinate with a Ride Leader to represent and support your “pod” ● Assist with race-day warm-ups for riders in your “pod” ● Cheer on and encourage your riders throughout the race day

General Items

1. Coaches typically select experienced Ride Leaders to serve as Group Leaders; however, if you're an experienced Ride Leader interested in stepping into a Group Leader role, we encourage you to let the coaches know!
2. At the start of the season, the Group Leader and Coaching Staff will collaborate with riders to establish group goals. Progress toward these goals should be revisited periodically throughout the season. Goals may be refined prior to the start of the racing portion of the season. Input from these goals will help Coaching Staff shape group ride plans, tailoring them—when practical—to align with the group's objectives.
3. Riders are strongly encouraged to set individual goals at the beginning of the season. Coaches, Group Leaders, and Ride Leaders will support riders in setting these goals and check in regularly on their progress.
4. When possible, Ride Leaders should coordinate with the Group Leader on rider questions or concerns, and the Group Leader will elevate them to the Coaching Staff. These may include recommendations to move a rider to a different group based on ability or speed, or the need to reinforce trail etiquette and team expectations. That said, Group Leaders are always encouraged to go directly to the Coaching Staff with any questions or concerns—and Ride Leaders should do the same if a situation warrants it.

5. Group Leaders and Ride Leaders are encouraged to plan optional fun rides or training sessions. All such activities should be approved by the Coaching Staff in advance.
6. Group Leaders are expected to fulfill Ride Leader responsibilities in addition to their Group Leader duties at all practices they attend.
7. Group Leaders are expected to prioritize attending practices whenever possible. If they are unable to attend, they should ensure that their Group Leader responsibilities are covered during their absence.
8. Group Leaders should notify the Coaching Staff if a substitute Group Leader will cover their role. If no substitute is available, a coach will step in for that practice..

MCA Coaching Requirements

- Ride Leaders/Group Leaders can register for and submit requirements by registering or logging into CCN: <https://ccnbikes.com/#!/login>.
 - Note: MCA does not require a specific format for submitting completed requirements.
- See more information at [MCA Becoming a Coach](#)

Requirements	Level 1	Level 2	Level 3
Registration through MCA (\$40 self paid)	Required	Required	Required
Online Course: Youth Development Through Training (20-30 mins)	Strongly recommended	Required	Required
Online Course: Concussion Training (15-20 minutes)	Required	Required	Required
Online Course: Abuse Awareness Training (2 hrs.)	Required	Required	Required
Background Check (2 minutes) (\$12 self paid)	Required	Required	Required
In person class: MTB Skills 1 (4 hrs., free)	Required	Required	Required
Current First Aid/CPR/AED certification (\$100-\$140 self paid)	NA	Required	Required
Field work with team (practices, races, volunteering)	NA	20 hours	80 hours
Online or In-person MCA Summit (6 hrs.)	NA	Required	Required

