




# Best Practices & Procedures

## ENDS OF THE EARTH CYCLING



### Instructions For Use:

### *BIKE MECHANIC – Support Staff Roles*

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	<b>BIKE MECHANIC - Support Staff Roles</b>	

## **I. PURPOSE**

(THE "WHY" FOR THE DOCUMENT)

The purpose of this directive is to establish procedures to give the designated person(s) assigned as "Bike Mechanic" an outline of "best practices" and daily procedures. These will help them understand their role throughout the day and help to insure smooth operation throughout the tour.

We understand that during tours; situations happen, things change, and sometimes we have to change with them. This document is meant to be "Best Practices" and should be adhered to, but is subject to change under the discretion of Ends Cycling CREW and Ride specific leadership to best glorify the Lord in the given circumstance(s).

## **II. ROLE DESCRIPTION**

(THE "WHY'S" & "HOW'S" FOR THE ROLE)

### **OVERVIEW**

(**"WHY" THE ROLE EXISTS**)

During Ends Cycling tours, participants may have mechanical problems and need to have their bicycle repaired, tuned or maintained. This position is usually set up ahead of time by the Ends of the Earth Cycling Executive Director or designee.

### **FUNCTIONS AND ROLES**

(GENERAL OVERVIEW OF ROLE)

**Needed:** 1-2 persons. This person(s) can work on all aspects of a bicycle and does their best to help any rider fix their problem in a timely manner. This person is also able to communicate with bike shops along the way and help cyclists to purchase (at the expense of the cyclists) the necessary parts. Ends Cycling will provide a general Park Tool kit and bike stand (whenever possible), but Bike Mechanics can bring their own tools as long as they are labeled.

### **GENERAL RESPONSIBILITIES**

(DETAILED BREAKDOWN OF ROLE)

#### **A) Equipment:**

- 1) Ends of the Earth Cycling usually has access to tools.
  - a) Park Professional Tool Kit
  - b) Bike Repair Stand
- 2) Bike Mechanics may bring their own tools if they desire, though not necessary.
  - a) If you bring your own tools, please mark them so that you know what tools are yours.
  - b) We are not responsible for missing tools.

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	ENDOSCICLING PROJECT - Support Documents		

**To read more, sign-up for a tour and go to:**  
**[EndsCycling.com/supportdocs](https://EndsCycling.com/supportdocs)**

- 1. Introduction
- 2. 1. 2024 update to the project with a new version
- 3. Manual intended for each document
- 4. Introduction
- 5. Introduction and project layout

**6. EndoCycling and EndoCycling**

- 1. EndoCycling is a new way of looking at the world and the world
- 2. EndoCycling is a new way of looking at the world
- 3. EndoCycling is a new way of looking at the world
- 4. EndoCycling is a new way of looking at the world
- 5. EndoCycling is a new way of looking at the world
- 6. EndoCycling is a new way of looking at the world

**7. QUALITY STANDARDS**

**Example:**

- 1. What is the purpose of the project of EndoCycling?
- 2. What are the main objectives of EndoCycling?
- 3. What are the main objectives of EndoCycling?
- 4. What are the main objectives of EndoCycling?

**8. SUMMARY AND TERMS**

Document	Content
100	Introduction to the project - a guide to the project and the project
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