



Missouri State Parks  
1-800-334-6946  
[www.mostateparks.com](http://www.mostateparks.com)

## 2020 Katy Trail Ride Volunteer Job Descriptions

### Job title: Baggage Handler

#### General Description:

##### Pre-event:

- Meet in St. Charles at 8 a.m. on Sunday, June 21 to load bicycles and equipment onto trucks for the advance shuttle riders.
- Meet in Clinton at 2 p.m. on Sunday, June 21 to unload bicycles, equipment and luggage.

##### During the event:

- Before the start of each day's ride, the riders will deliver their luggage to the back of the truck where it is to be loaded between 5:30 and 7:30 a.m. Load luggage in stacks working from front to back.
- Assist in breaking down and loading information booth equipment and supplies.
- At next campsite, unload luggage and information booth supplies from 9 a.m. to 11 a.m. Luggage is unloaded in rows, two bags wide, with aisles wide enough to walk through. In the event of rain, tarp must be placed beneath and on top of the luggage.

**Openings:** four positions for the various shifts at St. Charles and Clinton on 6/21, Clinton and Sedalia on 6/22, Sedalia and Boonville on 6/23, Boonville and Jefferson City on 6/24, Jefferson City and Marthasville on 6/25, and Marthasville and St. Charles on 6/26.

**Hours:** Sunday, June 21 from 8 a.m. to 5 p.m. and Monday, June 22 to Friday, June 26 from 5:30 a.m. to 11 a.m.

**Compensation:** ride T-shirt and ride water bottle.

### Job title: Bike Loader

#### General Description:

- Assist baggage handlers and ride staff in loading bicycles onto truck for riders using the advance and return shuttle options.

**Openings:** four positions for advance shuttle in St. Charles on Sunday, June 21 and four positions for return shuttle in St. Charles on Friday, June 26.

**Hours:** Sunday, June 21 from 8 a.m. to 10 a.m. for the advance shuttle and Friday, June 26 from 10 a.m. to 2 p.m. for the return shuttle.

**Compensation:** ride T-shirt and ride water bottle.

### Job title: Registration Booth Worker

#### General Description:

- Assist in setting up registration booth (canopy tent, tables, chairs, water jugs, soda, supplies, etc.).
- Register riders.
- Distribute rider packets, rider numbers, meal tickets, t-shirts and water bottles.
- Collect and file medical and emergency contact forms.
- Register riders for parking and assign tags.
- Assist in the sale of merchandise.
- Be available to answer rider's questions about activities and day to day events, and direct riders to services in town.
- Break down equipment and assist in loading equipment into support vehicles.

**Openings:** two positions Sunday, June 21 in Clinton and one position Monday, June 22 in Clinton.

**Hours:** Sunday, June 21 from 4 p.m. to 8 p.m. and Monday, June 22 from 6:00 a.m. to 8:00 a.m.

**Compensation:** Breakfast on Monday morning, June 22, after all the riders are registered; ride T-shirt and ride water bottle.

### **Job title: Information Booth Worker**

**General Description:**

- Mid-afternoon staff sets up booth at new location. Evening staff breaks down booth for the night.
- Post fliers, activity calendars, menus, etc. as directed on bulletin board. Assist riders with cell phone charging locations.
- Assist riders with questions pertaining to the route, activities and services in town.
- Check in riders as they arrive into camp and distribute meal tickets.

**Openings:** two positions for mid-afternoon and evening shifts.

**Hours:** shifts run from 11 a.m. to 4 p.m., 4 p.m. to 8 p.m. at each overnight stop

**Compensation:** one meal per shift worked (breakfast or dinner) on day of service, ride T-shirt and ride water bottle.

### **Job title: SAG Stop Worker**

**General Description:**

- Support and Gear (SAG) volunteers are responsible for the maintenance of SAG stops (water coolers, table and chairs, bike supplies, first-aid kit, trash bags, bananas and sports drink mix). SAG supplies will be delivered to the SAG location just prior to the opening time.
- Make sure water jugs are filled with ice and water, and have them ready before the first riders are expected to arrive.
- Meet and greet riders as they pass through. Provide encouragement and assist riders with questions related to the route and services available at the trail heads and communities along the trail.
- Serve as a point of contact for the Ride Sweeps and Ride Staff. Contact information for the Ride Sweeps and Ride Staff will be included in the SAG supplies.
- Break down SAGs when the ride sweeps release you. Wait for ride staff to pickup SAG supplies before departing.
- **Important: the first SAG stop of the day will run out of water and bananas the fastest. Make sure you know where you can refill water and get additional ice if necessary. Notify the Day Coordinator if you require additional supplies well before they run out.**

**Openings:** requires two positions for each SAG stop.

**Hours:** the typical SAG shift lasts two to five hours and will run between the hours of 6:00 a.m. and 5 p.m.

**Compensation:** ride T-shirt and ride water bottle.

***Deadline for volunteer registration is May 3. If you have not been contacted by Katy Ride staff by May 17 to discuss your assignments, please call the Katy Trail State Park office at (573) 449-7402.***

***For additional information or questions about the positions, please contact the parks below for the day you would like to volunteer:***

- Sunday, June 21: St. Charles – Confluence Point State Park, [ConfluenceStatePark@dnr.mo.gov](mailto:ConfluenceStatePark@dnr.mo.gov), 636-899-1135  
Clinton – Knob Noster State Park, [KnobNosterStatePark@dnr.mo.gov](mailto:KnobNosterStatePark@dnr.mo.gov), 660-563-2463
- Monday, June 22: Knob Noster State Park, [KnobNosterStatePark@dnr.mo.gov](mailto:KnobNosterStatePark@dnr.mo.gov), 660-563-2463
- Tuesday, June 23: Rock Bridge Memorial State Park, [RockBridgeMemorialStatePark@dnr.mo.gov](mailto:RockBridgeMemorialStatePark@dnr.mo.gov), 573-449-7402
- Wednesday, June 24: Rock Bridge Memorial State Park, [RockBridgeMemorialStatePark@dnr.mo.gov](mailto:RockBridgeMemorialStatePark@dnr.mo.gov), 573-449-7402
- Thursday, June 25: Graham Cave State Park, [GrahamCaveStatePark@dnr.mo.gov](mailto:GrahamCaveStatePark@dnr.mo.gov), 573-564-3476
- Friday, June 26: Confluence Point State Park, [ConfluenceStatePark@dnr.mo.gov](mailto:ConfluenceStatePark@dnr.mo.gov), 636-899-1135