

**Login first to BIC's ClubExpress website (upper right-hand corner).**

There are two ways to Volunteer to be a ride host - you can click on the menu button on the left - "Volunteering", this brings up the Volunteering opportunities (screenshots below show this way).

If you click on the ride, it brings up the event description, so you know exactly what you are signing up for. Go back to Volunteering menu button, and click on Volunteer Yourself for the ride you wish and follow the steps. Since you are logged in, the system knows who you are. Must click FINISH to save it.

Another way to Volunteer is to go to the ride calendar, find a ride and click on the Volunteer button.

After signing up, the ClubExpress system sends you an automatic email. You will receive another email reminder one day prior to your ride host date.

If you need to cancel after you have volunteered to be a ride host, send an email either to Sharon Doak or Donna Hamm and we can delete your volunteering sign-up.

**Method 1 – Click on Volunteering tab on left hand side**

**Bicyclists of Iowa City**

Control Panel Nate Van Der Weide

Home > Volunteering

### Volunteering Opportunities

Findings page allows you to view the volunteering opportunities that are currently available. By entering one or more search values and clicking the "Search" button. The system will display all current opportunities will be displayed. If there are more than 10 matching items, only the first 10 may include volunteers that are needed for some slots that are not visible to non-members.

Found 2 opportunity(s). Click to search again

#### Upcoming Opportunities

Starts	Finishes	Spots Left
Sunday, April 19, 2015	Sunday, April 19, 2015	1 SPOTS LEFT
Wednesday, June 10, 2015	Wednesday, June 10, 2015	0 SPOTS LEFT

Return to Previous Page

Method 2 – Click on ride in Ride/Event calendar and click on Volunteer button

[Return to Grid View](#) [Today](#)

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[Basic Info](#) [Description](#) [More Info](#) [Registrations](#) [Attendance](#) [Reports](#) [Questions](#) [Emailing](#) [Notes](#) [Export](#)

### Annual Spring Devotay Ride

Please join us for another special Devotay Ride and Luncheon on Sunday, April 19th. We will ride from Casey's, and then continue on to Sharon Center for a 36 mile ride through the peaceful and beautiful hills. A shorter option would be 19 miles if you return straight to Iowa City from Hills. We will join Kim at the Hillside Restaurant for a fabulous luncheon buffet served at 1:00 pm. Price is \$10 plus beverages and parking. Seating is limited to the first 35 riders/BIC members to RSVP to Nate Van Der Weide at [natev@comp-sol.com](mailto:natev@comp-sol.com). In inclement weather, the ride will be cancelled, but we will still dine at 1 pm.

Mileage Options: 20 miles or add-on miles in Amish Country.  
MAP link below:

[Devotay-Hills-Sharon Center loop](#)

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When: Sunday, Apr 19, 2015, 10:00 AM  
Where: Devotay

[DEVOTAY INFO](#) 

117 N. Linn St.  
Iowa City, IA

Category: Rides

[Volunteer!](#)

 [Add to my calendar](#)

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Registration: Not Required

Review the event and click on the volunteer button

[Home](#) > [Volunteer signup](#)

## I want to Volunteer!

Enter your information, including a preferred phone number and email where we can reach you regarding this opportunity.

First Name:  \*

Last Name:  \*

Preferred Phone:  \*

Preferred Email:

Date	Time	Task	Register
04/19/2015	09:30 AM - 02:00 PM	Ride Host	<input type="checkbox"/>

[Cancel](#) [Next](#)

click register, then click Next



## I want to Volunteer - Summary

**Important Note:**

If you want to add more people to your volunteering registration, click one of the buttons on the right. Note that you must click the "Finish" button below to complete registration for your whole group within 30 minutes of starting the volunteer registration process, otherwise your assignments will be deleted.

Add Another Member

Add Family Member

Add Non-Member

Click FINISH to complete the process.

Very important!!

**Nate Van Der Weide** - 319.430.9941 [natev@comp-sol.com](mailto:natev@comp-sol.com)



04/19/2015 from 09:30 AM to 02:00 PM - Ride Host

Cancel X

Finish ⚡