

# **Roadeo Training & Technical Assistance Program**

## **Introduction**

Community Transportation Association has designed a training and technical assistance program aimed at assisting organizations seeking to develop a bus Roadeo for small bus (body-on-chassis), van and minivan classes. The program is led by nationally-recognized trainers in organizing and implementing bus Roadeos, and includes a manual to be customized for the organization, as well as operational and organizational training. The program provides guidelines for setting up a Roadeo to showcase the skills and abilities of front-line transit employees. It is modeled after the National Community Transportation Roadeo for small bus and van drivers.

## **Work Plan**

### **1. Task I – Initial Guidance**

- Developing a committee
- Selecting a site
- Obtaining commitments from transit providers
- Procuring supplies
- Development of marketing
- Creating participant eligibility standards
- Registration
- Testing areas
- Scoring
- Set-up guidelines
- Judging requirements
- Awards presentation

### **2. Task II – On-Site Guidance**

- Course set-up
- Participant meetings and testing
- Judges Training
- Scoring
- Timetables
- Event Coordination
- Awards Ceremony

### **3. Task III (Optional) – In Depth Involvement**

- Identify and Evaluate site and vehicles

- Implement marketing campaign and mailings
- Contact and secure suppliers
- Obtain and deliver awards and participant items
- Set-up registration process and oversight
- Arrange awards ceremony

### **Timetable**

Task I - 3 to 6 months before event by telephone and/or email

Task II – 1 1/2 days on-site

Task III – 4 days – before, during and after the event

### **Trainers**

Jim Holman, CTAA

Kelly Shawn, CTAA

Rich Sampson, CTAA

### **Program Management**

Len Cahill, Training Coordinator

Kelly Shawn, National Community Transportation Roadeo Coordinator