



## 2010 HONOUR YOUR HEALTH CHALLENGE Sun Run InTraining Program!!

### LEADER GUIDELINES, ROLES AND RESPONSIBILITIES

These guidelines are intended to give you a better idea of what some of the expectations are from the Honour Your Health Challenge perspective, as a Leader of the HYHC/Sun Run InTraining Program 2010:

HYHC Sun Run Group Leaders must attend the group leader training day (see application form for details).

1. Group leaders are required to have current CPR certification. A CPR course will be offered at Leader Training day. If leaders would like to participate in the 2010 season they must attend the CPR course OR present a current CPR certificate.
2. HYHC InTraining Group Leaders should be ACTIVELY PARTICIPATING in a regular exercise program, preferably a walk or walk/run or run program. Please DO NOT WAIT until January 2010 to get started – set a great example and get everyone excited about what you are doing by hitting the road NOW!
3. HYHC InTraining Group Leaders MUST be supported by a host organization. A Host Organization if not your direct employer, is an organization that will support your efforts to promote healthy lifestyles, and will support any decisions that you are required to make as a result of running this 13-week program.
4. HYHC InTraining Group Leaders are required to be part of the SportMedBC online community. If selected to run a HYHC Sun Run InTraining group, leaders will be asked to register for the SportMedBC HYHC community. It is important for all leaders to have access to a computer and the internet. Leaders will be communicating largely with SportMedBC via email and the SportMedBC website.
5. HYHC InTraining Group Leaders must be prepared to recruit participants and support/assist participants to register for 'HYHC Sun Run InTraining' via SportMedBC's online registration process.

**It is estimated that registration for HYHC Sun Run InTraining for your PARTICIPANTS will begin January 2010 and will continue right up until the week of February 12, 2010.**

You may be required to assist your participants with registration by sending e-mail reminders and may also be required to walk-through the process (depending on what the needs are) with your participants in order to get their registration complete. A Physical Activity Readiness Questionnaire (Par-Q) for participants will be required before any participant is able to register.

6. HYHC Sun Run InTraining Group leaders will work together with HYHC and SportMedBC to ensure that anyone registered is physically able to complete the program they're signing up for (using the PAR-Q as a good indicator tool).

Specific information to support your leadership throughout the 13-week InTraining Program will be provided on HYHC/Sun Run InTraining group leader training day and in your Group Leader Handbook. However, at a glance, HYHC InTraining group leaders will:

7. Follow the group leader handbook (available at leader training day) and plan/map out how your 13-week program will flow (i.e. will you just meet once a week, who will help you out, where will you meet, what health promotion/walk-run education topics will you cover, will you get guest speakers in etc.)
8. Facilitate bringing in guest speakers to try and incorporate an educational component to your weekly sessions.
9. Develop and review your own group guidelines/expectations with your group before the program begins, and try to do a session on goal setting.
10. Throughout the 13-weeks, we ask group leaders to be involved to the extent that they are able but, at a minimum, group leaders will meet with their group and lead them in a brief 10-minute health education piece as well as the scheduled training session ON A ONCE-WEEKLY BASIS and monitor their progress, including making sure they're training 3x week.
11. Assist your group with their progress. If meeting only once weekly, please send out regular "cheerleader e-mails" to the group to let them know you're thinking of them. Be available via e-mail/phone for questions/concerns throughout the week and refer any issues as required to Denise Lecoy or SportMedBC as relevant.
12. Please be advised in advance that Ministry of Healthy Living and Sport will not be providing travel subsidies or accommodation (as in years' past) to support participation in the May 9, 2010 Sun Run event in Vancouver. The HYHC Sun Run InTraining program will cover the cost for the Vancouver Sun Run Registration. However, travel, accommodation and any other costs associated with participation in the Vancouver Sun Run is the responsibility of each group/participant. Your participants must be made aware of this before they register.