

# Team Captain Responsibilities

[these apply to solo birder-fundraisers, also]



## 1. Recruit Team Members

- Recruit staff, volunteers, Redwood Region Audubon Society (RRAS) and Northcoast Environmental Center (NEC) members, program participants, and other community members to pledge funds and/or bird for your team. Each birding team member is expected to obtain pledges for their team.

2. **Act as the main contact** for your team with the Northcoast Environmental Center (which is coordinating the Birdathon), and **act as a liaison** between your team members and the NEC when appropriate

3. **Track** team fundraising totals and **gather** all donations from your team members and turn in to NEC, who collects all donations and then shares with RRAS (so please make sure checks are made out to NEC, and *not* to RRAS). You can also use <https://go.rallyup.com/2019birdathon> to solicit donations and track your team's progress and members.

4. **Provide** to NEC their birding team roster, bird species summary, preliminary fundraising estimates, and all team fundraising donations accurately and on time.

5. **Oversee team compliance** with the Official Birdathon Rules and etiquette for respectful birding.

6. **Have fun** while **raising funds** for NEC and RRAS!

**The two principle rules are Have Fun and Raise Funds. For the rest of the rules and etiquette see below.**

## To ensure everyone is eating the same worm:

- An individual cannot bird for more than one Birdathon team.
- While birding on a team is encouraged, solo birders may participate as a one-person "team".
- Any RRAS or NEC member, as well as non-members are eligible to compete. The only requirement for participation is that each participant must secure at least one pledge of a donation for the Birdathon.
- Team captain(s) must turn in the team's official birder roster and final fundraising donation pledge sheets and money for all team members to the NEC by the stated deadline(s). This also applies to solo birders.
- Each team may have between 2 - 5 official birders who bird together and preferably carpool in one vehicle.
- Each team or solo birder's count must be completed in a continuous 24-hour period between May 4 and May 12, 2019.

## Birdathon Etiquette

- Use of airplanes, helicopters, drones or hang gliders is prohibited.
- Refrain from using pre-recorded tape recordings or taped playback to attract birds during the Birdathon.
- Make an effort to minimize your team's impacts:
  - Avoid going off trails or "bushwhacking" in wetlands or other sensitive habitats.
  - Spring is a critical period in the annual cycle of many bird species, particularly those that are breeding. Please avoid birding behavior that might disturb the nesting activities of breeding birds.

# Key Dates to Remember

## *Friday April 19*

- Table at Godwit Days to recruit donors and participants.

## *Wednesday, May 1*

- By 5 pm send all team rosters to [rhiannon@ournec.org](mailto:rhiannon@ournec.org) or register through <https://go.rallyup.com/2019birdathon>

## *Saturday, May 4*

- At 12:01 am Birdathon begins

## *Sunday, May 12*

- At 11:59 pm Birdathon ends

## *Monday, May 13*

- Contact all donors with donation amount due and payment deadline, and start collecting donations. If registered through <https://go.rallyup.com/2019birdathon> update your final count. The system will calculate the amount owed by each donor and notify them.

## *Thursday, May 16*

- By 3 pm, submit preliminary fundraising estimates to [rhiannon@ournec.org](mailto:rhiannon@ournec.org)

## *Thursday, June 13*

- By 3 pm, submit all team fundraising donations to the NEC so that the funds raised can be split between the NEC and RRAS.