

LEADER LADDER			
Role	Qualifications	Responsibilities	Benefits
TRIP LEADER (TL)	<ul style="list-style-type: none"> • Current Wilderness First Responder certification • Driver clearance • Professional experience • Clearance by program director • See current guidelines for specific trips, i.e. rafting, sea kayaking, backpacking/day hikes on back 	<ul style="list-style-type: none"> • SAFETY • Details within contract • Driving • Running &/or coordinating PTM flow & details • Pulling group gear and directing ALs/SCs on group gear specifics • Planning trip itinerary, teaching plan and flow during trip • Coordinate post-trip debrief • Post-trip care of <u>all gear</u> • Writing PTR • Setting communication with ALs/SCs <u>prior</u> to PTM • Giving critical feedback to help ALs/SCs grow as leaders 	<ul style="list-style-type: none"> • Paid • Opportunity for pro-purchase benefits on a per-semester basis if you lead 4 trips that semester • Engages in feedback dialogue with trip staff • Equipment borrowing for scout trips & personal skill development
ASSISTANT LEADER (AL) Advanced student in leadership program	<ul style="list-style-type: none"> • Current WFR certification • Driver clearance • Understanding of CO logistics including the gear checkout database, trip files, PTM paperwork, and location of equipment in Sequoia • Clear understanding of responsibilities as an Assistant Leader 	<ul style="list-style-type: none"> • SAFETY • Driving • Make sure forms complete before or @PTM (med forms, releases, old PTRs...) • Filling out & mailing missed PTM notices • Help TL pull gear • Post-trip care of all gear • Leading opportunities in the field @ leader's discretion • Growing from critical feedback given by TL • Coaching the coordinator in the interest of developing own skills with feedback and SCs skills with leadership • In certain <i>rare circumstances</i>, the AL <i>may</i> be paid when their responsibilities expand outside of those listed here, at the discretion of the program director. 	<ul style="list-style-type: none"> • Goes on trip for free • Opportunity for pro-purchase benefits on a per-semester basis if you assist on 4 trips that semester. • Equipment borrowing privileges (<i>see guidelines</i>) • Engages in feedback dialogue with trip staff, given critical feedback by trip leader. • Learn with experienced TL, master program logistics, practice teaching / mentoring with SC • Ability to request professional development money (<i>see Professional Development Money Guidelines to see if you qualify</i>)
STUDENT COORDINATOR (SC) Beginning student working to move up Leader Ladder	<ul style="list-style-type: none"> • Involvement as a participant in one previous CO trip of the same length • May need previous experience in activity • Some trips of a technical nature may not have positions for student coordinators. • Applications for positions are compared to the pool of applicants. 	<ul style="list-style-type: none"> • Participating in everything: Pre-Trip Meeting, pulling group and personal gear, post-trip debrief • Engaged in learning trip process from AL/TL 	<ul style="list-style-type: none"> • Go on trip for 1/2 price • Given critical feedback • Gain familiarity and earn credibility and trust within the program

Please note: Leadership progression is an organic process, not easily reducible to a simple chart, so use this as a guide and feel free to stop by the office with any questions

College Outdoors (CO) acronyms: **TL** = Trip Leader, **AL** = Assistant Leader, **SC** = Student Coordinator **WFR** = Wilderness First Responder, **PTM** = Pre-Trip Meeting, **PTR** = Post-Trip Report