

## LEADER LADDER

Role	Minimum Qualifications	Responsibilities	Benefits
<p style="text-align: center;"><b>TRIP LEADER (TL)</b></p>	<ul style="list-style-type: none"> <li>• Current WFR certification</li> <li>• Driver clearance</li> <li>• Professional experience</li> <li>• Clearance by program director</li> <li>• Assistant Lead a minimum of 3 trips</li> <li>• See current guidelines for specific trips, i.e. rafting, sea kayaking, backpacking, available upon request</li> </ul>	<ul style="list-style-type: none"> <li>• SAFETY</li> <li>• Request trips in a timely manner</li> <li>• Driving</li> <li>• Set communication with ALs/SCs prior to PTM</li> <li>• Run &amp;/or coordinate PTM flow &amp; details</li> <li>• Pull group gear and direct ALs/SCs on group gear specifics</li> <li>• Plan trip itinerary and curriculum</li> <li>• Coordinate post-trip debrief</li> <li>• Give critical feedback to help ALs/SCs grow as leaders</li> <li>• Post-trip care of <u>all gear</u> (per the Post-Trip Checklist in the Trip Binder)</li> <li>• Write the PTR with the Assistant Leader</li> </ul>	<ul style="list-style-type: none"> <li>• Paid</li> <li>• Opportunity for pro-purchase benefits on a per-semester basis if you lead 4 trips that semester</li> <li>• Engages in feedback dialogue with trip staff</li> <li>• Equipment borrowing for scout trips &amp; personal skill development</li> </ul>
<p style="text-align: center;"><b>ASSISTANT LEADER (AL)</b> Advanced student in leadership program</p>	<ul style="list-style-type: none"> <li>• Current WFR certification</li> <li>• Driver clearance</li> <li>• Understanding of CO logistics including the gear checkout database, trip files, PTM paperwork, and location of equipment in Sequoia</li> <li>• Participation on at least 3 trips since being involved as an SC</li> <li>• Clear understanding of responsibilities as an Assistant Leader</li> </ul>	<ul style="list-style-type: none"> <li>• SAFETY</li> <li>• Driving</li> <li>• Making sure forms are completed before or @PTM (med forms, releases, old PTRs...)</li> <li>• Filling out &amp; mailing missed PTM notices</li> <li>• Helping TL pull gear</li> <li>• Post-trip care of all gear</li> <li>• Leading opportunities in the field @ leader's discretion</li> <li>• Growing from critical feedback given by TL</li> <li>• Coaching the coordinator in the interest of developing own skills with feedback and SCs skills with leadership</li> <li>• Writing the PTR with the Trip Leader</li> </ul>	<ul style="list-style-type: none"> <li>• Goes on trip for free</li> <li>• Opportunity for pro-purchase benefits on a per-semester basis if you assist on 4 trips that semester.</li> <li>• Equipment borrowing for scout trips &amp; personal skill development</li> <li>• Engages in feedback dialogue with trip staff; given critical feedback by trip leader.</li> <li>• Learn with experienced TL, master program logistics, practice teaching / mentoring with SC</li> <li>• Opportunity for leadership training trips</li> </ul>
<p style="text-align: center;"><b>STUDENT COORDINATOR (SC)</b> Beginning student working to move up Leader Ladder</p>	<ul style="list-style-type: none"> <li>• Involvement as a participant in one previous CO trip of the same length</li> <li>• May need previous experience in activity (some trips of a technical nature may not have positions for student coordinators)</li> </ul>	<ul style="list-style-type: none"> <li>• Participating in everything: Pre-Trip Meeting, pulling group and personal gear, post-trip debrief</li> <li>• Engaged in learning trip process from AL/TL</li> <li>• Be a safe and responsible role model for the participants</li> <li>• Read the PTRs from past trips of the same type</li> </ul>	<ul style="list-style-type: none"> <li>• Go on trip for 1/2 price</li> <li>• Given critical feedback</li> <li>• Gain familiarity and earn credibility and trust within the program</li> <li>• Opportunity for leadership training trips</li> </ul>

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