

## **SUGGESTIONS FOR THE TRAILS CLUB TRIP LEADERS**

### **BEFORE THE TRIP**

- SCOUT your trip; be sure of the trail conditions and driving route (print directions if needed).
- CHECK weather reports the day before for possible snow, ice, heavy rain...

### **DAY OF THE TRIP**

- BE THERE (at the meeting place) 10-15 minutes ahead of the appointed time.
- ADVISE everyone about the trip – weather, length, elevation gain, driving time, miles, approximate return time of the trip and any need for a permit.
- CHECK that all participants have the appropriate and adequate gear/clothing for the trip.
- TAKE aside anyone that is not prepared: explain and invite them to join us at another time.
- HAVE members and guests sign in and collect trip fees.
- SEE that everyone has transportation and exchange cell phone numbers with each car.
- TRAVEL together (if needed) or provide a map.

### **AT THE TRAIL HEAD**

- GETTING to know the group, have everyone introduce themselves. Take head count.
- COVER your expectations with the group; staying together, not going ahead, breaks, etc.
- APPOINT a rear guard ("sweep" which will stay behind the last person in the group).

### **DURING THE TRIP**

- PACE should be slow at first until you determine if all can keep up.
- WAIT at trail junctions until your rear guard is in sight and your party is together.
- STOPS should be made for a short rests, clothing adjustments and lunch. Take your time as determined by the group needs.
- ASK someone to write and submit a few lines for the next newsletter.
- DO a head count at the end of the activity.
- BE sure that everyone's car starts before you leave the trailhead parking lot.

### **AFTER THE TRIP**

- SUBMIT the Trip Log & Report with a check (not cash) PROMPTLY to the TCO PO Box.

# Thank You