

College Outdoors Leadership Trail Guide

Role	Requirements	Responsibilities	Benefits
 Participant	<ul style="list-style-type: none"> No experience needed! 	<ul style="list-style-type: none"> Bring your enthusiasm! Follow College Outdoors Policies and Group Agreement 	<ul style="list-style-type: none"> Fun, friendships, and new experiences
 Student Coordinator	<ul style="list-style-type: none"> Have participated in at least one College Outdoors trip Complete a Trip Preference Form for the current semester Commit to the College Outdoors Community Standards 	<ul style="list-style-type: none"> Respond to trip offers and other communications from College Outdoors (CO) in a timely manner Actively engage in goal setting and feedback, approach trips with a growth mindset Participate in various aspects of a trip, at the discretion of Trip Leader (TL) Practice Risk Management Engage in learning trip processes Be a safe and responsible role model Be respectful and inclusive of all participants Read the Post Trip Reports (PTRs) from recent trips 	<ul style="list-style-type: none"> 50% off the price for any trip on which you are staffed as Student Coordinator (SC) Build your skills and CO leadership portfolio Invited to attend training trips Receive feedback and mentorship from more experienced trip staff to grow your leadership skills
 Assistant Leader	<p>All Requirements of a Student Coordinator (SC) PLUS:</p> <ul style="list-style-type: none"> Serve as an SC on 3 or more trips -OR- serve as an SC on 2 trips + 1 qualifying training trip Current WFR Certification (or better) Complete Driver Clearance Online Module Complete on-the-road training with Pro Staff Complete the Policy quiz with 100% accuracy 	<p>All Responsibilities of Student Coordinator (SC) PLUS:</p> <ul style="list-style-type: none"> Drive on trips -OR- assist the driver Help with vehicle checks, ride in passenger seat, navigate, stay alert Help pack trip gear Help with post-trip checklist to completion Write the Post Trip Report (PTR) with the leadership team Help run the Pre Trip Meeting (PTM) Lead in the field at the discretion of the Trip Leader 	<p>All Benefits of a Student Coordinator (SC) PLUS:</p> <ul style="list-style-type: none"> 100% off the price for any trip on which you are staffed as an Assistant Leader 25% off any trip you go on as a participant Opportunity to mentor Student Coordinators Help lead Open House sessions
 Trip Leader	<p>All Requirements of an Assistant Leader (AL) PLUS:</p> <ul style="list-style-type: none"> Season of relevant professional experience outside of CO Serve as an AL on 3 or more trips -OR- 2 trips + 1 qualifying training trip Meet with Roundtable to discuss goals, responsibilities, and expectations Pass a check-off trip, scheduled with pro-staff Be checked off by Pro Staff on the 10+1 Skills: <ul style="list-style-type: none"> 1. Interpersonal Skills 2. WFR Certification 3. Policy Articulation 4. Driver Cleared 5. Trailer Cleared 6. Navigation 7. Skills Camp 8. Environmental 9. Education 10. Professionalism +1. Skill of Your Choice 	<p>All Responsibilities of an Assistant Leader (AL) PLUS:</p> <ul style="list-style-type: none"> Serve as the primary Trip Leader (TL), responsible for all elements of the trip (planning, packing, leading) Plan trip itinerary and curriculum Drive on trips Run and/or oversee Pre Trip Meeting (PTM) Pack trip gear and direct ALs/SCs on trip gear specifics Ensure all trip checklists are completed accurately Facilitate and actively engage in leadership team goal setting and feedback Mentor ALs/SCs on your trip Attend required TL meetings 	<p>All Benefits of an Assistant Leader (AL) PLUS:</p> <ul style="list-style-type: none"> Paid a stipend daily rate on trips in which you are staffed as a TL, with pay increases based on experience Paid hourly for eligible PTM and trip prep time Hourly pay increase for office/warehouse/trip prep work 50% off any trip you go on as a participant Pro Deals discount on outdoor brands Free equipment rental from Sequoia warehouse <ul style="list-style-type: none"> <i>Eligible rental items only, other restrictions apply including that you must be an active member of the CO community.</i> Opportunity to mentor ALs/SCs
 Trip Specialist	<p>All Requirements of a Student Coordinator PLUS:</p> <ul style="list-style-type: none"> Possess a specific technical skill set needed for certain trips (Mushroom ID, Paddle Captain, Environmental Education, etc.) 	<p>All Responsibilities of an Student Coordinator PLUS:</p> <ul style="list-style-type: none"> Lead the activity for which you are a specialist 	<p>All the benefits of a Student Coordinator PLUS:</p> <ul style="list-style-type: none"> 100% off the price for any trip on which you are serving as a Trip Specialist (TS) Paid a flat rate stipend daily rate on trips

College Outdoors Leadership Trail



Participant

★ Come on College Outdoors trips!

Student Coordinator (SC)

★ Submit trip preference form!
(Find on CO website on the Student + Leadership tab)

Assistant Leader (AL)

★ WFR (Wilderness First Responder)
★ Driver clearance
★ Student Coordinate 3 trips

Trip Leader (TL)

★ Assistant Lead 3 trips
★ Check off 10+1 skills
★ Trailer clearance
★ Lead a checkoff trip

★ TIPS ★

- Go on trips as a participant – helps you gain experience for processes & locations
- Get trailer cleared early
- Take Outdoor Leadership class in spring
- Attend Open Houses in fall
- Submit NEW trip preference form every semester (indicate medium interest or higher – gives you a higher chance of being staffed!)
- Visit the office & reply promptly to emails