



Guidelines for Trip Leaders

The Mount Baker Club encourages all members to participate in and lead hikes and other outings. The following outlines the key duties and responsibilities of the trip leader.

If you have a trip that you would like to lead, there are a couple of ways to proceed. Every three months there is an Outings meeting prior to the regular Mount Baker Club (MBC) Board meeting. The Outings Chairperson sends out an email notifying members prior to this meeting. You can attend the meeting, bringing the trip details with you or you can email them to the current Outings Chairperson. All of these trips will be listed on the MBC website for members and the public to see. You can also email a Short Notice of the trip to the MBC membership at the following address: MountBakerClub@googlegroups.com

All members who have provided their email address are included in this list and will be notified. Some things to consider including in your trip description are:

- Trip Date
 - Trail Name
 - Location of meeting place if not using Sunnyland School
 - Trip length
 - Trip duration (hours)
 - Elevation to be climbed
 - Mention of any special equipment/permits/carpool fees or other factors
 - Leader contact information
1. The trip leader should have previous experience with the trip they are leading or adequate outdoor experience to successfully lead a trip in unfamiliar territory. It's always a good idea to check out the route and the roads to the trailhead/starting point prior to the trip to be aware of current conditions.
 2. Trip leaders and participants should carry equipment and supplies appropriate to the trip description and anticipated weather conditions. The 10 Essentials can be found here: <http://www.mountbakerclub.org/TenEssentials.pdf>
 3. If weather or other conditions cause the trip to be canceled, the leader must notify participants via Short Notice that the trip has been canceled. Since the public can attend our outings, it is suggested that the trip leader go to the meeting location in case people have showed up for the trip. Unless otherwise stated, the regular meeting place for MBC car pooling is Sunnyland School.
 4. Plan to arrive at the agreed upon meeting location a few minutes before the agreed upon time. Bring a Sign-up sheet and make sure all participants sign in. If you are meeting some participants at the trailhead, make sure they are signed

in as well. The sheet can be found here: <http://www.mountbakerclub.org/HikeEventRosterMountBakerClub.pdf>

5. The leader should introduce them self and have participants introduce themselves. Provide your group with a brief explanation of the planned trip. Distribute maps if relevant. Coordinate passengers and drivers and make sure everyone has a ride. If a carpool fee has been suggested then it's appropriate to remind passengers to pay the driver at the beginning or end of the trip. Provide drivers with clear directions to the trailhead.
6. Trip leaders should count the number of trip participants at the start of the trip, periodically throughout the trip, and again at the end of the trip to insure that everyone is accounted for. A trail "sweep" should be designated on hiking trips and the participants of the trip should be kept between the trip leader and the sweep.
7. Prefer frequent shorter stops over longer, less frequent stops. When you have a group of mixed fitness, interest levels, and stamina, it is best to make stops short and frequent.
8. If a trail/road splits or branches, make sure that everyone is aware of the direction to be taken. The leader can designate a person to wait until everyone has made the correct turn or use an agreed upon marker indicating the correct direction.
9. Make whatever decisions may be necessary to ensure the safety of the group. Think SAFETY at all times. You are the leader with the final say.
10. Be sure that everyone is accounted for before leaving the trailhead for home. Check with the drivers to make sure everyone has a ride home. NEVER leave anyone behind on a trail.
11. Write a trip report including any photos taken and send it to:
MountBakerClub@googlegroups.com
You can also post it on Facebook if you have an account.
<https://www.facebook.com/MountBakerClub>
12. Give the signup sheet to the Mount Baker Club Secretary.

Trail Etiquette Tips

- Observe regulations
- Don't pick flowers or plants
- Be considerate of others on the trail
- Stay on the trail, don't take short cuts
- Remember that uphill hikers have the right-of-way
- Respect private property
- Move to the right if someone overtakes you

On the trail, bikers should give way to hikers and hikers to horses. When horses approach, move off of the trail and remain quiet.