

## AMC Boston Family Outings Committee

### Leader Requirements

#### How to become a leader for the AMC Boston Family Outings Committee:

- STEP 1: **Take a leadership training program** appropriate to the leader category you will apply for. Typically, this is either the Full (multi-day) Leadership Program or the One-Day Leadership Program, both offered by the Boston Chapter. See the Leader Category table for specific requirements.
- STEP 2: **Co-lead trips with existing Family Outings leaders.** Once you have taken a leadership program you are automatically considered a co-leader! Your co-led trips should be similar to the types of trips you would eventually like to lead. During this time:
- **Fill out a co-leader self-evaluation form** after each co-led trip.
  - **Ensure your leader fills out a leader evaluation form** after your trip.
  - Links to the evaluation forms are on the Family Outings website in the “Leader Resources” section: <https://amcboston.org/committee/boston-family-outings>
  - **Take a First Aid & CPR or Wilderness First Aid course**, as applicable to the leader category you want to apply for.
  - Make sure your AMC membership is up-to-date.
- See the table for specific requirements for number of co-led trips and WFA/First Aid/CPR.
- STEP 3: **Fill out the leader application form** once you have completed at least the minimum number of co-led trips and completed the other items in Step 2. A link to the application form is on the Family Outings website in the “Leader Resources” section: <https://amcboston.org/committee/boston-family-outings>

#### Please note:

- All leaders must have a current AMC membership and be at least 18 years of age.
- It is expected that all leaders will lead trips within their ability, level of experience, and comfort zone.
- All Family Outings trips are reviewed prior to approval. A leader may be asked, prior to trip approval, to provide evidence of their expertise as it pertains to the type of trip being proposed. A trip may be rejected if it is deemed outside a leader’s ability or level of experience.
- With approval from the Leader Development Coordinator, equivalent outdoor leadership courses may replace the Boston Chapter programs (e.g. a course from another AMC chapter) and the number of co-led trips may be reduced if the applicant has prior outdoor leadership experience (e.g. from another AMC chapter or activity committee).
- If you have any questions, please contact the Leader Development Coordinator for the FO Committee.

**Leader Categories:**

<b>Leader Category</b>	<b>Trip Description</b>	<b>Leader Requirements</b>
<b>Activities Leader (AL)</b>	<ul style="list-style-type: none"> <li>• Easy walks within state or town forests, conservation areas, etc.</li> <li>• Duration is 2 hours or less.</li> <li>• May or may not require pre-registration.</li> <li>• Suitable for most active participants with full mobility.</li> <li>• Does not require pre-screening participants for ability to do the trip.</li> <li>• May take place in all seasons. However, a walk in snowy or icy conditions may be considered frontcountry if it requires participants to be screened for ability.</li> </ul>	<ul style="list-style-type: none"> <li>• One day leader training such as the Boston Chapter One-Day Leadership Program.</li> <li>• Co-Lead at least two trips with Boston Family Outings leaders.</li> <li>• For at least one of the trips: <ul style="list-style-type: none"> <li>○ Post the trip in REGI/ActDB.</li> </ul> </li> <li>• Submit co-leader self-evaluations and leader evaluations after the trip.</li> <li>• First Aid and CPR training strongly encouraged.</li> </ul>
<b>Frontcountry Leader (FC)</b>	<ul style="list-style-type: none"> <li>• To a location where definitive care (EMTs, etc.) will arrive no more than one hour from the time the decision is made to call for help. This hour includes the time required to contact that care (including walking/driving to an area with cell phone coverage) and the time for that care to travel to the site where it is needed.</li> <li>• NOTE: Some locations may be considered frontcountry during spring/summer/fall and backcountry during winter.</li> <li>• Further guidance and examples are given in the Definitions section.</li> </ul>	<ul style="list-style-type: none"> <li>• One day leader training such as Boston Chapter One-Day Leadership Program.</li> <li>• Co-lead at least two frontcountry trips with two different Boston Chapter Family Outings Leaders. <ul style="list-style-type: none"> <li>• For at least one trip, post the trip on-line.</li> <li>• For at least one trip, prepare the info sheet.</li> <li>• For at least one trip, register and screen participants.</li> </ul> </li> <li>• Submit co-leader self-evaluations and leader evaluations after the trip.</li> <li>• First Aid (or WFA) and CPR with training renewed within three years and then every five years thereafter (copies of current certification must be submitted).</li> </ul>
<b>Backcountry Leader (BC)</b>	<ul style="list-style-type: none"> <li>• To all non-frontcountry locations. A backcountry location is a place where definitive care would take more than an hour to arrive from the time the decision is made to call for help. This hour includes the time required to contact that care (including walking/driving to an area with cell phone coverage) and the time for that care to travel to the site where it is needed.</li> <li>• Further guidance and examples are given in the Definitions section.</li> </ul>	<ul style="list-style-type: none"> <li>• Boston Chapter Full Leadership Program.</li> <li>• Co-lead at least three backcountry trips with at least two different Boston Chapter Family Outings Leaders. <ul style="list-style-type: none"> <li>• For at least one trip, post the trip on-line.</li> <li>• For at least one trip, prepare the info sheet.</li> <li>• For at least two trips, register and screen participants.</li> </ul> </li> <li>• Submit co-leader self-evaluations and leader evaluations after the trip.</li> <li>• WFA (Wilderness First Aid), with training renewed within three years and then every five years thereafter (copies of certification must be submitted).</li> </ul>

## **Other Definitions and Examples:**

### **Activities Leader**

Examples of the type of trips an Activities Leader might lead are:

- An urban walk
- An easy walk on well-graded paths with little to no elevation gain
- A commercial sightseeing boat trip to the Boston Harbor Islands
- Educational nature or conservation-related presentations or events

### **Frontcountry Leader**

Leads trips to locations where definitive care (EMTs, etc.) will arrive no more than one hour from the time the decision is made to call for help. This hour includes the time required to contact that care (including walking/driving to an area with cell phone coverage) and the time for that care to travel to the site where it is needed.

To assist trip approvers and leaders in determining whether a trip is frontcountry or not, use the following examples of frontcountry locations as guidance:

- A location that has cell phone coverage AND is less than 2 miles from a trailhead AND less than 800 feet of elevation gain (this applies in 3-season but not necessarily in winter conditions)
- Mt. Wachusett in 3-season AND when the road to the summit is open and passable
- Pack Monadnock in 3-season AND when the road to summit is passable
- Blue Hills Reservation
- Middlesex Fells Reservation
- Downhill or xc-skiing at a resort or nordic center
- Walks or snowshoeing around Calumet or Noble View, provided it is within 1hr of definitive care
- Mostly flat or rolling hills trails through town forests, conservation areas, Audubon properties, Trustees of the Reservation properties, etc. and which could be easily traversed by EMT's

### **Backcountry Leader**

Leads trips to any non-frontcountry location. A backcountry location is a place where definitive care (EMTs, etc.) would take more than one hour to arrive from the time the decision is made to call for help. This hour includes the time required to contact that care (including walking/driving to an area with cell phone coverage) and the time for that care to travel to the site where it is needed.

To assist trip approvers and leaders in determining whether a trip is backcountry or not, use the following examples of backcountry locations as guidance:

- Areas with no cell phone coverage
- A location that is more than 2 miles from a trailhead or has more than 800 feet of elevation gain
- Most locations within the White Mountains
- Mt. Wachusett in winter OR when the road to the summit is unpassable (likely due to snow/ice)
- Pack Monadnock in winter or when the road to the summit is unpassable (likely due to snow/ice)

### **Assistant**

Someone who assists a leader with trip planning, simple meal planning, and/or helping keep an eye on the group. An Assistant should NOT be screening or registering participants, managing trip finances, purchasing food, planning meals or posting trips in ActDB or REGI. With the exception of accompanying one or two participants who leave a trip early and walk back to the trail head, an Assistant should never be in charge of a group without a leader present. An Assistant is not a leader category and does not need to submit an application.

### **Co-Leader**

Someone who has taken either the Full or One-Day Leadership Program and is therefore eligible to co-lead a trip under the direct supervision of a leader. The leader is ultimately responsible for ensuring the trip complies with AMC standards. Tasks the co-leader may do include all aspects of trip planning, screening, and leading on the day of the trip. A co-leader often helps with these tasks as part of the process of becoming a leader. With the exception of accompanying one or two participants who leave a trip early, co-leaders should never be in charge of a group without a leader present.

### **Overnight Leaders**

Leaders who lead overnight trips, whether to a B&B, hostel, backcountry hut, campground, or backcountry campsite, must be a leader in the category consistent with the activities planned during that trip. Additionally, overnight leaders need to have co-led comparable overnight trips prior to leading one.