

# Sierra Mountaineering Club Event Leader Agreement

THANK YOU for your interest in becoming a Sierra Mountaineering Club Event Leader! SMC members rely upon Event Leaders (ELs) to organize and lead climbing events, training courses and SMC expeditions. Everyone benefits when you share your enthusiasm, skill and passion for climbing.

In addition to being a respected member of the club and shaping the future of SMC and its members, ELs enjoy great privileges. Full details of the requirements and responsibilities attached to these privileges start in Part 1.

The process of becoming an Event Leader begins by submitting this agreement with evidence of outdoor leadership skills, technical competency and good people skills. This requirement is detailed in Part 2.

Understanding the specific conditions for programming on the EL Agreement is very important. This is, in part, to deliver a minimum of 6 days of official events in a calendar year. This is detailed in Part 3.

At Part 4 please read the Event Leader Handbook, which should accompany this form. If this all sounds good then proceed to complete the agreement. Thank you for your interest in becoming an Event Leader!

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## Part 1: Event Leader Requirements, Responsibilities, and Privileges

### General Requirements and Understanding:

- Be at least 21 years of age
- Have been an active member of SMC for at least six months
- Maintain active, full SMC membership through the duration of the agreement
- Maintain current Wilderness First Aid and CPR certification through the duration of the agreement
- Lead 6 days of SMC event programming in a calendar year
- Upon a conservative self assessment, possess a skill set equal to or greater than that of each event you are leading
- Read the EL Handbook and abide by all SMC policies described there
- ELs are volunteers and not employees of SMC
- ELs are not allowed to post or lead "member-organized" events on Meetup.com
- You are responsible for the replacement costs of any club owned equipment that is lost or damaged under your care
- When you have an upcoming event, attend the weekly EL conference call held Mondays at 8:30 pm
- EL performance may be reviewed at board meetings or by SMC officers at any time. If the performance of an EL is found to be inadequate, unsafe, or not in line with the SMC mission, their status as an Event Leader and all rights thereto may be immediately revoked

### EL Responsibilities

You are responsible for all items in the lifecycle for each event you lead, such as the following:

1. Committing to actual dates for all events you are to lead within a twelve

- month period and to prepare for success for each one
2. The initial research, permit acquisition, and submission of event descriptions to the club at least 6 weeks prior to the event and at least 3 months prior for expeditions
  3. The assessment of the qualifications of individuals on the interest list, and to select and RSVP for all your events 2 - 4 weeks prior, and 2-3 months prior for expeditions
  4. Continued monitoring of each event to fill spots that become open to ensure the event is as full as possible
  5. Pre-event communication (email recommended) of important information such as where to meet, curriculum, gear, accommodations, permits, fees, weather, ridesharing, etc.
  6. Acquiring and abiding by any permits, fees, legal or regulatory requirements
  7. General coordination of all participant logistics – for example, personal and group gear, transportation, meals, and equipment
  8. Check out any club equipment needed for the event and return it dry and in good condition
  9. Welcoming, managing and leading the group by SMC guidelines as outlined in the EL Handbook
  10. Carrying a first aid kit, emergency contact list, equipment suitable for event conditions and a cell phone or radio, and to do your best to coordinate timely medical or rescue response to any incident
  11. With the input of participants, making any final decision regarding the event itinerary, objectives, or activities in the interest of safety or prudence.
  12. Report your return to any SMC officer within 24 hours
  13. Within a week, coordinating with participants to produce a narrative trip report complete with either photos or a video which will be posted on the website and our social media channels.
  14. Once all tasks are complete the event will count toward fulfillment of the agreement.

### **Detail of Event Leader Privileges**

All privileges are in force only during the term of the agreement. To regain privileges a member must have an EL agreement currently in force.

#### **EL Status Privileges:**

- Unlimited, priority RSVP privilege to join as a participant or assistant leader any training event, climbing event or expedition before it is open for RSVPs, upon approval from the EL for that event, or approval from a SMC officer
- Discounted full membership subscription of \$9.99/month or \$120/year, which is 48% off regular full membership subscription
- Free unlimited attendance at any of the online training classes - this is over 16 hours of instruction worth \$1,280
- Upon prior approval, privilege to receive participant-financed reimbursement for expedition travel costs
- Privilege to represent SMC in leading climbing events year-round
- Privilege to represent SMC in delivering online and in-field training classes, if desired
- Privilege to represent SMC in leading club sponsored expeditions, upon submission and approval of all expedition paperwork to a SMC Officer
- Opportunity to purchase first aid kits and a pair of radios at a discount

## **Part 2: Qualifying to Become an Event Leader**

ELs are in the primary leadership role on all SMC events, which means the ultimate responsibility to lead safe and successful climbing events rests on them. Because of the burden of judgment, safety, and responsibility ELs are held to a high standard, require a significant level of training and support, and accordingly have higher entry requirements. Being a Event Leader is both a demanding and very rewarding volunteer experience.

There are three disciplines the club uses to describe the character of all events. These disciplines are Rock Climbing ("RCK"), Snow, Ice and Glacier Climbing ("SIG"), and Mountaineering ("MTN"). Each discipline has three levels, approximately equal to Basic, Intermediate and Advanced. Every SMC event is ranked using this scale and the event leaders for each particular event need to be qualified accordingly. For example, if an event is listed as RCK 1, SIG 2 and MTN 3 then the ELs for that event must have been approved by the club at or above each of those levels.

Applicants apply for a level of approval for all the disciplines at the same time - only this one application is needed. To be approved for level 1, 2, or 3 in any discipline a member must have prior experience equal to or greater than that level. For example, to be approved at RCK Level 1, that EL must possess technical, leadership, and people skills easily equivalent to or beyond what would be required or expected to occur at a RCK 1 event. ELs will be considered and qualified for each discipline independent of their qualifications in the other disciplines. Not all ELs will be approved in each discipline.

To effectively determine the approval level for each discipline, it is important that each applicant submit a detailed "climbing resume." On this resume please list all outdoor leadership experience, technical skills, skills training, or climbing accomplishments, and people skills you possess that have prepared you to be an Event Leader. If you have experience in backcountry skiing, ski mountaineering, peakbagging, canyoning, or trail running we'd like to know that information as well since those types of events are also organized by SMC.

If you have questions about meeting the requirements to be considered for EL status please contact Darren at (916) 872-3399.

## **Part 3: Understanding Event Leader Requirements**

ELs are required to lead a minimum of 6 event days per year - on average that's one day every two months. Only events that you lead will qualify, but there is no requirement as to their exact timing or location. Upon completion of 6 days of official programming in a calendar year the club would like to recognize your contribution with an "EL staff" gift, and of course you will enjoy EL privileges during the course of your agreement.

To fulfill the 6 day requirement ELs also have the option of delivering training courses or online training. Even though online training events are only 1.5 hours, they count as a full day toward the total. Climbing event days, expedition days, training class days and online training class "days" all count toward your total. For each EL the specific events and specific dates will be agreed upon up to a year in advance and spelled out on the EL Agreement. This is a separate meeting with the an SMC officer that will follow approval of this application.

## Part 4: Read Event Leader Handbook

The EL Handbook is a separate document that provides more details, information and help in your role as an Event Leader. See the link below. Please read it all the way through and pay particular attention to the last section of SMC Policies. These policies are "non-negotiables" that you must always follow. These policies are in place to help SMC as an organization be safe, responsible, and reliable, as well as abide by the parameters of our liability insurance. You are protected by this insurance as long as you follow these policies when acting as an EL. If, whether out of ignorance or carelessness you do not abide by these policies you are at risk of losing your EL status and can be held liable for negligence as decided in a court of law. Point being made: read and know this information!

If you do not have the EL Handbook please go to the following URLs:

**COMPLETE AND LINK HERE**

If you still are having no luck contact Darren at (916) 872-3399.

## Part 5: Proceeding with Application

If you understand the information presented at Part 1, believe you will meet the requirements for consideration to be granted some level of EL status detailed at Part 2, understand and agree to the conditions outlined at Part 3, have read the EL Handbook at Part 4, then please proceed to review and complete the remainder of this document.

Interested candidates should write all requested information in the space provided, or attach documents if more space is necessary. In particular pay attention to the requirement to submit a detailed climbing resume.

Please submit the completed EL Application in paper or electronically to a SMC officer or board member. Submissions will be reviewed by the Board of Directors for approval at the monthly meeting. All applicants will be notified of the outcome of their submission by a SMC Officer. If your EL status is approved, you will then meet with a SMC Officer and decide and sign off on the details of your specific EL Agreement. The EL Agreement approved at that meeting is valid for one calendar year.

If you have any questions about the EL program please contact Darren Shutt, SMC Executive Director at (916) 872-3399.

## Personal Information

First and Last Name:

Email:

Phone:

Address:

WFA certification expiration date:

CPR expiration date:

Goal as a Event Leader:



Agreement with a SMC officer, which is a separate meeting following initial approval of this agreement.

Please briefly list below the top 10 ideas you have for fulfilling the expectation for providing six days of programming.

Location, Route of Climbing Event or Expedition	Dates	Days	Type of Event
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

**SMC Disciplines in Development** - We are expanding our programming to offer events, training and expeditions in the following area. We need your help to do this. Indicating an interest will allow you to help shape the future of programming and training in these areas:

\_\_\_\_\_TRK - Trekking (Backpacking, Scrambling, Peakbagging, Camping)

\_\_\_\_\_SKI - Skiing (Backcountry Skiing and Ski Mountaineering)

\_\_\_\_\_RUN - Trail Running (Short, Marathon, and Ultra distances)

\_\_\_\_\_CYN - Canyoning or Canyoneering

## **Training Events, Online Classes and Developing Disciplines**

Training provides a foundation for all SMC events; helping members learn the necessary skills to safely pursue their climbing dreams is fundamental to the growth and safety of our members. There are no specific requirement in this regard but all are highly encouraged to help SMC provide this valuable service. As you provide instruction on a training class, your skills and competency will significantly increase. There is an established curriculum and itinerary for each - prior to your date(s) we can review them in as much detail as necessary to help you be prepared and confident in delivering a quality training experience to our members. Darren is still the primary instructor and will very likely be instructing with you, although doing it on your own or with another assistant is a possibility.

As in the other official events, you must possess a skill set equal to or greater than

that of the event for which you will be leading. However, you can develop this competency during the duration of the agreement. This will be a starting place to develop the full EL Agreement with a SMC officer, which will follow approval of this document. Please indicate below which training classes you would like to lead, or assist.

- |  |   |
|--|---|
| <input type="checkbox"/> RCK 1.1 Introduction to Rock Climbing   | <input type="checkbox"/> SIG 3.1 Ice Climbing                       |
| <input type="checkbox"/> RCK 1.2 Rock Climbing Technique         | <input type="checkbox"/> SIG 3.2 Lead Ice Climbing                  |
| <input type="checkbox"/> RCK 2.1 Rock Protection & Anchors       | <input type="checkbox"/> SIG 3.3 Mixed and Multi-Pitch Ice Climbing |
| <input type="checkbox"/> RCK 2.2 Trad Lead Rock Climbing Preview | <input type="checkbox"/> SIG 3.4 Glacier Climb & Crevasse Rescue    |
| <input type="checkbox"/> RCK 3.1 Traditional Lead Rock Climbing  |   |
| <input type="checkbox"/> RCK 3.2 Multi-Pitch Rock Climbing       | <input type="checkbox"/> SIG 1 Online Training                      |
| <input type="checkbox"/> RCK 3.3 Advanced Multi-Pitch Climbing   | <input type="checkbox"/> SIG 2 Online Training                      |
| <input type="checkbox"/> RCK 3.4 Rock Climbing Rescue            | <input type="checkbox"/> SIG 3 Online Training                      |
|  | <input type="checkbox"/> SIG 3.4 Online Training                    |
| <input type="checkbox"/> RCK 1 Online Training                   |   |
| <input type="checkbox"/> RCK 2 Online Training                   | <input type="checkbox"/> MTN 1.1, 1.2 Basic Mountaineering          |
| <input type="checkbox"/> RCK 3 Online Training                   | <input type="checkbox"/> MTN 2.1, 2.2 Winter Mountaineering         |
| <input type="checkbox"/> RCK 3.4 Online Training                 | <input type="checkbox"/> MTN 3.1, 3.2 Expedition Mountaineering     |
| <input type="checkbox"/> SIG 1.1 Introduction to Snow Climbing   | <input type="checkbox"/> MTN 1 Online Training                      |
| <input type="checkbox"/> SIG 1.2 Self-Arrest Technique           | <input type="checkbox"/> MTN 2 Online Training                      |
| <input type="checkbox"/> SIG 2.1 Snow Protection and Anchors     | <input type="checkbox"/> MTN 3 Online Training                      |
| <input type="checkbox"/> SIG 2.2 Lead Snow Climbing              |   |

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## Submission - Sign and Date

I have read the EL Application, reviewed all parts in this document, including reading the EL Handbook, and understand all the conditions detailed. I submit my information for consideration for Event Leader status.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

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## Decision

Dear Member,

Thank you for submitting the EL Application. Upon review of the information provided, you are approved for EL status as a:

RCK Event Leader Level \_\_\_\_\_

SIG Event Leader Level \_\_\_\_\_

MTN Event Leader Level \_\_\_\_\_

This decision is in force for one calendar year from this date. Please meet with a SMC officer within 2 weeks to complete the particulars of the EL Agreement. Thank you for your interest in becoming an Event Leader!

SMC Officer Signature \_\_\_\_\_ Date: \_\_\_\_\_