

**BERKSHIRE CHAPTER, APPALACHIAN MOUNTAIN CLUB**  
**• Outings Committee •**  
**LEADER QUALIFICATION GUIDELINES**  
**Revised: 2/3/14**

- All existing Leaders are encouraged to meet these Guidelines.
- These Guidelines apply to hiking and backpacking activities under the Outings, Tuesday Hiking, and Young Members Committees.

New Berkshire Chapter Leaders must satisfy the following requirements:

1. a) Successfully complete the AMC Berkshire Chapter Leader Training course, or  
b) Successfully complete another Chapter's Leadership Requirements in the desired skill area,  
and
2. Successfully co-lead two or more scheduled Chapter trips with at least two different Leaders. The Leaders must certify that the Leader Candidate has met the requirements of each stage of the co-leading process as set forth on the Leader In Training Evaluation Form.

The training and co-leading process should be completed within one year.

The Leader Candidate (Candidate) must make arrangements with an active Leader to act as a co-leader. The Training/Education and Outings Chairs can assist with this effort.

The Candidate must take the Form on each of the co-leads. The Candidate and the Leader should discuss the trip. The Leader will record the Candidate's performance on the Form, and give it back to the Candidate to take on their next co-lead.

**The Co-Lead Process:**

The Leader Instructors and the Leader-in-Training (LIT) should review the current leadership requirements for the specific activity. The current leadership guidelines are available on the Chapter's Leadership page.

Trip #1 Leader instructor:

Complete for co-lead #1 the section for Trip #1 items 1-12, sign, and add additional comments on the LIT's strengths and areas on which the LIT needs to focus on the 2nd co-lead. Send completed form to the Education and Training Chair and the Activity Chair (see below for their contact information).

Trip #2 Leader instructor:

Complete for co-lead #2 the section for Trip #1 items 1-12 and the section for Trip #2 items 13-28, sign, and add additional comments on the LIT's strengths and areas on which the LIT needs to focus, if applicable. Send completed form to the Education and Training Chair and the Activity Chair (see below for their contact information).

If, after co-leading two outings the Candidate desires more experience, he/she may continue to co-lead outings until comfortable with the process. Or, the Candidate may discuss with the Training & Education Chair to help determine his/her progress toward a leadership position.

On completion of an approved Leader Training Course and two co-leads, the Candidate must submit the completed Form to the Training and Education Chair. The Berkshire Chapter Training & Education Committee will review the form and will either certify the Candidate as an approved Leader, or will recommend that the Candidate complete more co-leads.

### **People Who Wish to Become Leaders**

A person who is interested in becoming a Leader may co-lead up to three hikes prior to successfully completing an approved Leader Training Course. Only one of these co-leads will qualify toward the three co-lead requirement.

Such a person, who has not completed an approved Leader Training Course:

- must be familiar with the activity.
- may co-lead only on a local day hike.
- cannot be listed as a co-leader on an AMC list-serve, outdoors.org, or *AMC Outdoors* magazine.

### **Alternate Method of Becoming a Berkshire Chapter Leader**

A person who has led hiking or backpacking trips for another AMC chapter, the Sierra Club, or a similar organization may apply to become an approved Berkshire Chapter Leader by contacting the Berkshire Chapter Training & Education Chair.

### **Remote Alpine and Wilderness Leaders**

Leaders desiring to lead in the White Mountains of New Hampshire or other remote wilderness areas must have a current SOLO or comparable Wilderness First Aid certificate, and have taken the Berkshire Chapter's Leader Training Course. Wilderness First Responder and Mountain Leadership School are recommended, but are not required.