

## HIKE LEADER CHECKLIST

### Before the Hike

- \_\_\_\_\_ If possible, scout out the trail in advance.
- \_\_\_\_\_ Arrange for spotting cars, if necessary.
- \_\_\_\_\_ Take phone calls, or e-mails, from those coming, so you can notify them in case of hike changes. If you are not comfortable that a hiker may not be physically up to completing the hike, suggest that they may want to consider not attempting it.
- \_\_\_\_\_ If appropriate, remind hikers to:
  - Wear proper clothing and footwear.
  - Bring first aid materials they may need.
  - Carry plenty of water and snacks or lunch.
  - Consider bringing hiking sticks to assist with balance and when making water crossings.
- \_\_\_\_\_ Cancel the hike if extreme weather conditions exist or are forecast.

### Hike Day

#### Before Hiking:

- \_\_\_\_\_ Have hikers introduce themselves and make first time hikers feel welcome.
- \_\_\_\_\_ Remind hikers that they are hiking at their own risk.
- \_\_\_\_\_ Get head count and record on sign up form.
- \_\_\_\_\_ Briefly describe the hike, include any special difficulties such as rough trail, steep sections, or water crossings. Indicate about what time the hike will be completed
- \_\_\_\_\_ If needed for a larger group, or if there are especially slow hikers, assign a rear sweep to make sure no one is left behind.
- \_\_\_\_\_ Remind hikers to advise the leader if they wish to leave the group.
- \_\_\_\_\_ If the group is large, consider forming slower and faster groups. Assign a co-leader and sweep to each group.

#### During the Hike:

- \_\_\_\_\_ Set a pace appropriate to the group and don't let the group get too spread out.
- \_\_\_\_\_ If needed, post a guide at confusing intersections to insure everyone takes the correct trail.
- \_\_\_\_\_ Stop periodically to assess hikers, provide water breaks, or allow slower hikers to catch up.

#### At the End of the Hike:

- \_\_\_\_\_ Make sure all hikers are off the trail and in good shape to return home, or where ever.
- \_\_\_\_\_ If a shuttle was used, ensure that everyone is able to get back to their cars.