SEATTLE HIKING COMMITTEE – HIKE-LEADER CANDIDATE CHECKLIST FOR MENTORED HIKE

Name of Mentee: _____   **Mentor:** _____

Hike: _____   **Date:** _____

Please rank each item on the following scale:

<mark>1- Needs improvement; 2 – Satisfactory; 3 – Excellent</mark>   Please send completed form to: SeattleHikeLeader@gmail.com

Item	Performance of task:			No oppty to assess	Comments
	1	2	3		
Before the Hike					
Hike posting on website: Provided enough information about the hike to enable participant "self-screening" (description of the hike and how it will be led, pace, breaks, etc); meeting time and place, other relevant information					
Pre-trip research and planning: demonstrated knowledge of trailhead location, trail or road closures or re-routes, trail hazards, permits, facilities,weather, gear requirements, water locations, backup plans					
Participant pre-screening: Identified registrants that might not be a good match for the hike; communicated with them appropriately; asked the right questions, persisted to get the answers, made objective decisions, communicated with sensitivity					
Pre-trip Communication: Hello Hikers email was comprehensive and included information about the meeting place and time, suggestions for arranging carpools, description of the hike, weather, any special gear requirements, hazards on the hike, etc.					
At the P&R, Trailhead					

At the Park and Ride: Had a hard copy of roster; facilitated formation of carpools. Ensured everybody had directions to trailhead.					
Trailhead Briefing: Facilitated introductions. Provided instructions on how the hike will be led, including stopping at all intersections and major stream crossings, party separations, route, hazards. Assigned a First aid lead and sweep. Roles and expectations clearly defined					
During the hike					
Communication during the hike: clear, timely, friendly communication.					
Management of hike logistics: Effective handling of party separations, breaks, pacing, water crossings, lunch, turnaround times, etc.					
Attentiveness: aware of the group and individuals' possible needs (tired, thirsty, struggling, anxious); sensitive to individual concerns and needs; dealt with issues effectively before they become problems					
Decision-making: Effective, timely decisions where needed, with an emphasis on safety					
Leader skills and knowledge: Skills-knowledge relevant to the trip: first aid, navigation, Leave No Trace, gear, trail etiquette					
After the Hike					
Return to trailhead: ensured all hikers have returned, all cars start before departing					
Closing the activity: properly closed the activity in a timely manner					

Overall assessment (please tick one): If you do not recommend leader status please explain why in the Comments section.

_____ Recommend leader status   ____Recommend a 2nd mentored hike   ____Do not recommend leader status

Comments:

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