

Appalachian Mountain Club, Worcester Chapter

Leadership Guidelines

September 16, 2023

**Introduction:**

The purpose of this document is to outline the requirements and guidelines for all leaders and co-leaders for the Worcester Chapter. Anyone who wishes to lead or co-lead an activity for the Worcester Chapter is required to meet the requirements and guidelines outlined in this document.

The Chapter guidelines are supplemental and additional to the [Appalachian Mountain Club's Leadership Requirements and Guidelines \(effective March 15, 2019\)](#) and the [AMC's Code of Conduct](#).

In the situation where this document is in conflict with the club-wide Leadership Requirements and Guidelines, the club-wide document takes precedence. The Leadership Chair should be consulted for interpretation of the Worcester Chapter Leadership Guidelines.

All leaders are strongly encouraged to attend an AMC Leader's Training Workshop (either through the Worcester Chapter or another AMC Chapter or have equivalent training and experience. Pre-approval by the Worcester Leadership Chair is required). This is a one-time certification process which does not require renewal (for active leaders).

All leaders must have completed a recognized Wilderness First Aid (WFA) course (or higher, i.e., Advanced Wilderness First Aid or Wilderness First Responder) if the activity requires WFA certification. WFA training certification must be maintained as determined by the Chapter.

An active leader who is a licensed medical professional (nurses, EMT's, medical doctors) may be exempt from this requirement.

**Reference Document:**

[AMC Clubwide Leadership Requirements and Guidelines \(OLDC\) March 15, 2019](#)  
[AMC Code of Conduct](#)

## **General Requirements for All Leaders and Co-leaders**

### A leader for the Worcester Chapter:

- Must be at least 18 years of age.
- Must be an active member of the AMC.
- Must complete an AMC Leadership Training Workshop or have equivalent training and experience.
- Must demonstrate sound leadership in two mentored trips in the activity they will be leading.
- Must demonstrate good technical skills in the activity they will be leading.
- Must have current certification in Wilderness First Aid, if the activity requires it.

### A Co-Leader for the Worcester Chapter:

- Must be 18 years of age or older.
- Must be an active member of the AMC.
- Must complete an AMC Leadership Training Workshop or have equivalent training and experience OR have participated in at least two Worcester Chapter trips in the same activity they want to co-lead.

### When is a Leader/Co-leader Required:

A qualified leader is required on all activities, outings, or events sponsored by the Chapter with the exception of those activities which are strictly social in nature (i.e., potluck dinners, picnics, barbecues, cocktail hours, slide shows, speaker presentations).

A qualified co-leader is required at any activity for which the leader is required to hold a current certification in Wilderness First Aid. This includes:

- 3-season or winter hikes that are over 8 miles in length, with over 1,000 feet of elevation gain or located outside the state of Massachusetts.
- All backpacking and bikepacking trips.
- Note that the Activity Chair, at his/her discretion, may require a co-leader for any event.

### **How to become a Leader for the Worcester Chapter?**

- Complete the Leadership questionnaire/application and submit it to the Activity Chair and Leadership Chair.
- Complete the AMC Leadership Training Workshop or provide satisfactory evidence of equivalent training and experience.
- Complete Wilderness First Aid Training or equivalent, or advanced training if it is required for the activity.
- Complete two mentored trips (with two different mentors) in the same activity.
- Commit to leading two trips within 24 months of becoming a qualified Leader for the Worcester Chapter.

**Inactive Leader:**

A Leader that has not led at least two activities for the chapter in two calendar years is an inactive leader. They may be required to re-qualify. Inactive leaders may request reinstatement through the Activity Chair and the Leadership Chair.

**Additional Guidelines:**

Qualifying to lead one activity does not automatically qualify a leader to lead other activities. A leader must qualify for each activity he/she wants to lead, i.e., cycling, paddling, hiking.

The Activity Chair, in conjunction with the Leadership Chair and the Chapter Chair, can grant, change or rescind leadership status.

At the discretion of the Activity Chair and the Leadership Chair, a leader qualified to lead for another AMC Chapter may be authorized to lead for the Worcester Chapter.

All AMC sponsored events must be posted on the AMC's activity website/database.

The Worcester Chapter's Activity Chair and Leadership Chair must review all Chapter events to ensure they are supportive of and consistent with the Club's traditions, principles and mission.

The Leadership Chair, working with the appropriate Activity Chair(s), will resolve any judgement calls in the interpretation of the Leadership Guidelines in this document.

**Activity Specific Leadership Requirements:****Hiking and Backpacking**

## Definitions

- 3-Season: is defined as the time period between April 1 and November 30.
- Winter: is defined as the time period between December 1 and March 31.  
*Trips can be offered in winter or 3-season.*
  
- Local Hike/Walk: A hike/walk (offered in the state of Massachusetts) that is 8 miles or less in length with a total elevation gain not to exceed 1,000 feet.
- Up-Country Hike:
  - A hike (offered within the state of Massachusetts) that is over 8 miles in length or over 1000 feet of elevation gain.
  - Any hike offered outside the state of Massachusetts
- Backpacking Trips: A hiking trip (within or outside the state of Massachusetts) completed over multiple days

### Local Hikes:

#### Requirements:

- AMC Leadership Training
- Mentored Trips
  - For 3-season local hiking leader qualification: two mentored trips/two different mentors.
  - For winter local hiking leader qualification: two winter mentored trips/two different mentors.

### Up-Country Hike and Backpacking Trips:

#### Requirements:

- Must be qualified as a Local Hike Leader
- Mentored Trips
  - For 3-season up-country hiking leader qualification: two mentored trips/two different mentors.
  - For winter up-country hiking leader qualification: two winter mentored trips/two different mentors.
  - For Backpacking trip leader qualification: two mentored backpacking trips/two different mentors.
  - A valid Wilderness First Aid certification or equivalent training.

### Recommended Training:

- Up-country hiking or backpacking – leaders are strongly encouraged to attend AMC sponsored Mountain Leadership School.
- Winter hiking – leaders are strongly encouraged to attend an AMC sponsored winter skills class which includes self-arrest/ice axe training and use of crampons.

### **Bicycling:**

#### Day Trips (on road and off road):

- Demonstrated knowledge of basic cycling safety and on road or off road rules (as applicable).
- Knowledge of basic bike maintenance.
- Knows how to change a front and rear flat bicycle tube/tire.
- Demonstrated knowledge of trip planning and navigation skills.
- Knows how to use Ride with GPS or other navigation tool that the Cycling Chair (or Co-Chairs) has decided to use.
- Has completed 2 co-leads (with 2 different mentors). These co-leads may be any combination of Day Trips, Touring or Bikepacking.
- First Aid training is recommended.

#### Touring (Multi-Day):

- Must meet all requirements of Day Trips.
- Recent Cycle Touring experience.
- At least one co-lead must be a Tour which requires Trip Planning and Screening of Participants.
- Having a co-leader on each tour is strongly recommended

#### Bikepacking (Multi-Day)

- Must meet all requirements of Day Trips.
- Recent Bikepacking experience.
- Demonstrated knowledge of basic off road cycling safety and rules and trail etiquette.
- Demonstrated knowledge of 'Leave No Trace' principles.
- At least one co-lead must be a Bikepacking trip which requires Trip Planning and Screening of Participants.
- WFA Certification is required.
- Having a co-leader is required.

**Paddling:**

Requirements:

- The General Leadership requirements apply.
- Demonstrated paddling skills, basic water safety, rescue knowledge appropriate for the class of water.
- Swimming ability appropriate for the class of water.
- Wilderness First Aid or equivalent training appropriate for the trip.
- White Water above class II may require formal training and recent experience.

**Climbing:**

Indoor Climbing:

Requirements:

- The General Leadership requirements apply.
- Demonstrated basic climbing skills, belaying and safety.

Outdoor Rock Climbing:

Requirements:

- The General Leadership requirements apply.
- Demonstrated basic climbing skills, belaying, anchor building, repelling and safety.
- Multi-pitch climbs require demonstrated lead climbing skills.
- Wilderness First Aid or equivalent training

**Skiing:**

Requirements:

Defined as touring at a downhill center. Also included are cross-county trips that are less than 6 miles and less than 1,000' of elevation gain.

- The General Leadership requirements apply.

**Backcountry Skiing:**

Requirements:

- The General Leadership Requirements
- Wilderness First Aid or equivalent training.

**Trails:**

Requirements:

- The General Leadership Requirements apply.
- Wilderness First Aid or equivalent training.
- As appropriate, specialized training in trail building and the use of chainsaws and other equipment.
- Additional requirements may apply depending upon the location, competency level, equipment used.

## APPENDIX

9/11/2019 – Original

9/16/2023 – Change Local and up-country hike definitions.