

## OUTING LEADERS BRIEFING GUIDE

Before outing: Call coleaders and assistants, scout trail, pickup *Mālamas*.

Arrive 15 minutes prior to scheduled time.

While people are arriving, make introductions, show driving directions to drivers, collect donation, get them to print and sign roster (one entry for each person), hand out *Mālamas* to nonmembers. **Smile ☺, you represent the largest and best grassroots environmental organization in the world.**

At five minutes after scheduled time:

1. Explain Sierra Club mission—**to explore, enjoy and protect wild places and the environment.**
2. **“We are volunteers.”** Introduce self, coleader and assistants; identify other Outings Leaders present.
  - **Inquire of your group for any other expertise: biologist, geologist, emergency med tech, nurse, etc.**
3. **Urge attendees to join and/or get active in the Club.**
4. **SCREENING:** describe the Outing, make it sound as tough as it really is.
  - This is where you begin to SCREEN AND QUALIFY your participants to be sure you end up with a group who can accomplish the event the way you desire (no acrophobes on edgy hikes; huffing and sweating required, etc.).
  - Discourage those with health problems
  - Mold the expectations of your group—if they have an understanding of what is expected, they will better meet your expectations later on during the Outing
5. State gear requirements: tie on shoes or tabis, backpack, one or more liters of water, lunch, rain gear, sunscreen, and insect repellent.
  - No bare feet, sandals, slippers, slip-ons, or loafers
  - Make offers of canteens and backpacks to assure everyone can make it. This part of SCREEN AND QUALIFY
  - Eliminate those without needed gear
  - Cover leptospirosis in mud and freshwater pools, and dengue fever mosquitoes
  - Two liters for long hikes/trail building

6. No firearms, pets, or audio devices. Smoke and cellular-phone away from others. Leave no litter of any kind. No use of cellular phones while walking.
7. Conducted according to Club policy; (we as certified leaders decide how the Outing is accomplished and who may participate).
8. Carpool policy. “Your ride to the Outing is not part of the Outing.” Sierra Club has no insurance for carpools nor for the Outing.
  - Allow people to arrange for their own rides and riders
  - Do not leave cars in the church parking lot
9. “We stay in a group—please be sure that you can agree with this policy in your own mind before you participate.”
  - Keep up with the group; be considerate of the group
  - Club policy and landowners require staying together
  - No one may leave the Outing early
  - Leave your pack on the trail if you take a break off the trail
  - **(Here again we are SETTING EXPECTATIONS)**
10. “I will be interpreting the natural features of the Outing. If you can contribute, by all means do so.”
11. “We expect to be back at the car about \_\_\_\_\_. Be sure to bring your riders back.”
12. Coming events: scan *Mālama*—promote 3-day service trips and quarterly programs/parties/fundraisers.
13. Cover route to trailhead or intermediate rendezvous point. Anyone in doubt should follow your car.
14. “Any questions?” Do your final SCREEN AND QUALIFY, if you have doubts about anyone, encourage them to try a moderate or easy Outing first. Remember, if they can’t keep up at your moderate pace, or their gear and water are insufficient, they will spoil the Outing for most of your group, or worse, hurt themselves and become your primary project.
15. Point out the church restroom.  
With your vehicle lead anyone desiring to follow you to trailhead.

At trailhead—regroup and recheck for proper gear. Try to allow stragglers to arrive—but don’t wait forever. Rebrief any who missed your original briefing.

After outing: serve inexpensive refreshments—at leader option for nonservice outings.

## LEADERS EQUIPMENT LIST

### ALL HIKES:

- Sign-in sheet and waiver
- First Aid Kit
- Water & lunch
- Toilet paper & trowel
- Raingear
- Whistle
- Signal mirror/strobe
- Compass
- Knife
- Flagging tape
- Pen & paper
- Waterproof matches
- Sunscreen
- Cordage
- Flashlight & batteries
- Cellular phone with fully capable battery

### OPTIONAL

- Rescue rope
- Space blanket
- Bug repellent
- Plastic bags
- Emergency tool
- Duct tape
- Small scissors
- Map & Hikers Guide to Oahu
- "The Red Book"
- Natl. Weather Service radio receiver

### EACH PARTICIPANT

- Tie on shoes & socks: no bare feet, sandals, slippers, slip-ons, or loafers
- Back/fanny pack—so that both hands are free for safety needs—no shoulder bags allowed
- 1 liter of water & lunch (2 liters for strenuous outing)
- Raingear—for warmth as well as dryness
- Sunscreen (nice)
- Bug repellent (nice)

# Sierra Club Oahu Group



## Outing Leader's Briefing Guide