

Leader In Training Trip Evaluation for CMC NoCo Group
(scan and email completed form to NoCo Group Safety & Leadership Director)

Print Name of Leader In Training:	
Trip Name:	
Trip Date:	
Print Mentor Leader Name:	
Mentor Leader Signature for Approval:	
Verify Current WFA Certificate	
Month & Year of Leader Training	

If guests are allowed on the trip, ensure that each guest has created a CMC Guest Account and signed the online waiver.

Item	Comments
<p><u>Preparation, the LIT:</u></p> <ul style="list-style-type: none"> • Became familiar with the trip (e.g., research, scouting, route selection, weather, permits, emergency plans, etc.) • Participant requirements (e.g. gear, skills, fitness, etc.) • Planned and provided the trip information to post to the CMC website • Drafted a pre-trip email to be sent to participants • Reviewed participant skills/past activities versus the trip requirements 	

Leader In Training Trip Evaluation for CMC NoCo Group
(scan and email completed form to NoCo Group Safety & Leadership Director)

Item	Comments
<p><u>At the carpool/meeting place, the LIT:</u></p> <ul style="list-style-type: none"> • Arrived early to the meeting place to greet participants • Introduced self, took roll call of participants and noted no-shows on trip roster • Checked essential equipment, clothing and skills for trip • Confirm all drivers know how to get to trailhead, provided directions as necessary. • Discussed whether and where any stops (coffee/bathroom) would occur 	
<p><u>At the trailhead, the LIT:</u></p> <ul style="list-style-type: none"> • Performed introductions, took headcount and checked for essential clothing and equipment • Described the planned route, policy on breaks (frequency, duration) and general pace • Assigned a Rear Leader • Discussed any safety concerns • Emphasized “Leave No Trace” principles • Asked trip participants to advise LIT and/or Mentor Leader of any relevant medical concerns (privately or publicly as preferred by participant) • Discussed any other important items for trip (special sights, turnaround time, hazards, etc.) • Cars secured 	
<p><u>During the trip, the LIT:</u></p> <ul style="list-style-type: none"> • Maintained an appropriate pace, group interaction and cohesiveness • Took regular, appropriate stops for clothing adjustments, water and snacks, and bio breaks • Kept the group together and switched front and rear leaders (as appropriate) • Was attentive to participants, checking on head count and status 	
<p><u>After the trip, the LIT:</u></p> <ul style="list-style-type: none"> • At the trailhead, requested feedback from participants. • Checked that everyone had returned safely and that all cars started • Worked with Mentor to Close Out the trip on the CMC website. • Trip Report (e.g., special comments regarding participants) 	