



Guidelines for Hike Coordinators, Leaders & Sweeps

HIKE COORDINATOR:

- 1) Choose the hikes to be scheduled for the following month and send hike descriptions to the membership.
- 2) Prepare maps and driving directions for each hike and place in the club cabinet at the Eagle's Nest Clubhouse.
- 3) Either lead the scheduled hike or choose a leader prior to the hike to ensure there is a leader available who is familiar with the hike.

HIKE LEADER:

At the Clubhouse:

1. Review the sign-in sheet and make sure everyone signs in.
2. Verify that everyone is an active member or a guest of an active member (get the Waiver paperwork for a guest).
3. Pick up the Medical Kit, Walkie-Talkies and inReach device for the hike (in left side of the cabinets down the hall in front of the ballroom). TBD
4. Determine who will drive that day. Give drivers a copy of directions to the trailhead (plus any planned rest stops).
5. Make sure someone in each car has cell phone numbers of someone in the other cars.
6. Remind everyone to bring enough water for the weather conditions and length/difficulty of the hike.
7. Before leaving for the hike, sign the back of the sheet and put it in the top drawer.
8. Pick up and review the trail map for the hike.

At the Trailhead:

1. Verify that everyone who signed in arrived at the trailhead.
2. Identify the Hike Leader and Sweep for the hike.
3. Turn on two walkie-talkies and give them to the Hike Leader and Sweep.
4. Have everyone introduce themselves.
5. Briefly describe the hike (review the map and any issues/challenges).
6. Remind everyone to stay between the Hike Leader and Sweep.
7. Emphasize that if anyone needs to stop for any reason to not feel embarrassed or intimidated to request a stop.
8. Pack it in, Pack it out including any found trash and Biodegradables.

During the Hike:

1) Take breaks periodically based on weather, at the end of uphill climbs, trail difficulty, etc:

After the initial 10-15 minutes for wardrobe adjustments

Every 10 - 15 minutes on D hikes

Every 15 - 20 minutes on C hikes

Every 30 - 45 minutes on A & B hikes

2) The following are hiking pace guidelines by group **but note that the actual hike rates may be different due to hiking trail quality, elevation gain, weather conditions, group size, group ability and other variables:**

2.0 MPH for D hikes

2.5 MPH for C hikes

3.0 MPH for A & B hikes

3) Periodically, glance around and notice how spread the group is – The intent is to keep the group together as much as possible. If there is a wide gap between you and the Sweep, the pace is probably too fast.

4) At the breaks,

- Ask how everyone is doing and if the pace is OK
- Remind everyone to hydrate with water and electrolytes
- Give the sweep a chance to catch up and rest before continuing the hike
- Ask the Sweep if there are any issues such as:
 - One or more hikers slower than the group
 - One or more hikers having problems (being tired, dehydrated, etc.)

5) At approximately the halfway point:

- Look for an appropriate place with boulders for everyone to sit on
- Take a 10-15 minute break for a snack
- Turn on the inReach Emergency unit and send “OK message”

6) Under no circumstances are you to leave a hiker alone. If a hiker needs to return to the trailhead, designate someone to go with them and give them a walkie-talkie to stay in touch with the rest of the group.

7) Changes to the announced hike should be minimal and any proposed changes need to be agreed to by everyone on the hike.

8) You should always have a good sense of where you are on the trail, both physically and on the map.

9) Ensure that all hikers are accounted for at each turn/intersection.

UPON RETURN TO THE TRAILHEAD:

- 1) Make sure all hikers have returned to the trailhead.
- 2) Ask if anyone had any problems on the hike.
- 3) Ask the Sweep if anyone had any problems on the hike.
- 4) If someone did have a problem, talk to them about how to resolve it in future.
- 5) Have all drivers start their cars before any leave (in case of car trouble).
- 6) Reach agreement on any rest/refreshment stops on the return trip.
- 7) Thank hikers for joining the hike and invite hikers (particularly newer hikers) back.

UPON RETURN TO PEBBLE CREEK:

- 1) Record the miles hiked on the Sign-in Sheet and identify the hike leader.
- 2) Put the Medical Kit, Walkie-Talkies and inReach device back in the cabinet.
- 3) If there was an incident or injury (anything requiring more than a simple band-aid), fill out an Incident Report and give it to one of the following: Hike Coordinator, President, VP, or Safety Committee Chairperson. An electronic version of the IR is available on the club website.

HIKE SWEEP:

- 1) Keep in touch with the Hike Leader via walkie-talkie throughout the hike.
- 2) Notify the Hike Leader immediately if there is a fall, injury, or problem.
- 3) Observe the hikers and notice how they are doing and notify the Hike Leader if a hiker is having trouble or appears tired.
- 4) Remind everyone to maintain about 6 feet separation between hikers.
- 5) Communicate regularly with the hike leader. The Sweep should advise the leader if hikers have difficulty maintaining the pace and request the leader to adjust the pace accordingly.
- 6) Hikers needing to step off the trail to attend to personal business must let the Sweep know. The Sweep then needs to wait for the hiker to return to the trail to ensure no one is left behind.
- 7) Sweep should check for items left behind after wardrobe breaks and the mid-hike break.