



**Dear Hike Leader,**

**Thank you for volunteering to lead an outing for the Tramp and Trail Club.** To assist you, the Hike Committee has put together some “helpful hints.” Being the Hike Leader carries with it the responsibility to lead a fun but safe hike. Expect the unexpected! There are a few things you can do in preparation.

**BEFORE YOU LEAD THE HIKE:**

- Contact your co-leader to assure that you both are on board.
- Know where the trailhead is. This may involve a “Pre-hike”
- Is there adequate parking?
- What are the trail conditions? You can call DEC at 518 408-5850 if you have questions about trail conditions
- If the trailhead is difficult to find, you might want to have written directions to give to the drivers.

**BEFORE YOU LEAVE HOME:**

- Check to see that you have your basic first aid items in your backpack.
- Carry a whistle.
- Carry a cell phone if possible. Enter this number in your phone: 518-891-0235, which is the DEC Emergency number.
- Print out and bring a hike sign-in sheet available from [www.trampntrail.org](http://www.trampntrail.org), under the *For Members* tab: Release/Sign-Up Sheet.
- Print out and bring a copy of the “Tips for an Enjoyable Outing - Brochure” found on the website under the *For Members* tab.
- Bring a pen or pencil.
- Communicate with your co-leader

**LEADING THE HIKE:**

- Arrive at the meeting location **AT LEAST 15 minutes** before the hike is scheduled to depart.
- Participants should be dressed for the hiking conditions. All hikers are in danger if one person is unprepared. You should not hesitate to ask the person to skip this hike but join you another time.
- No dogs on hikes.
- Have everyone sign in. If, for some reason the hiker does not complete the hike, he/she should not cross their name off the sign-in sheet. You can always make a note on the sign-in sheet regarding the circumstances for not completing the hike.
- New hikers should provide additional info on page 2 of the sign in sheet. Give the new hiker the “Tips for an Enjoyable Outing - Brochure” that you printed from the website.
- Brief the group before you leave. Remind them where you are going, the route you will take and where you may stop along the way to the trailhead.

- Assign a “Last Car” in your caravan to the trailhead. Slow down at corners or pull-offs to assure that those following you see that you have turned.
- At the trailhead ask if everyone has their water, food and equipment?
- Do they have their car keys and did they turn off their headlights?
- Know how many hikers have signed in.
- Sometimes hikers want to wander away from the group and explore on their own. Discourage this! You might start the hike by telling them that as a group hike, we will stick together.
- Set the pace of the hike. Discourage people from getting ahead of you.
- Stop occasionally to catch a glimpse of your co-leader before proceeding. Be aware of the condition of the group members (especially new hikers). Are they overheated? Too cold? Thirsty?

#### **AT THE END OF THE HIKE:**

- Don't leave the trailhead until you and your co-leader know that all the participants are accounted for and back to their cars.
- Don't leave until you know that all the cars have started.

#### **HIKE FOLLOW UP:**

- Send the sign-in sheet to Chuck Balsler, 9 Overbrook Crescent, New Hartford NY, 13413. If you can't read the signature, please print it for clarification.
- A hike write-up is always appreciated. Send the write-up and pictures via e-mail to Mary Pat Connors (mconnors921@roadrunner.com). She will put it on the Tramp and Trail blog.

**Thank you again for leading the hike!! Without leaders, we have no club!!**

The Tramp and Trail Club Hike Committee