Willamette University Outdoor Trip Leader
Objective Criteria Sheet

Name: __________________________
Organization: ____________________
Anticipated graduation year: ____________
GearBucks:_________

☐ I have ALL of the certifications and skills listed below. I am an official Willamette University Outdoor Trip Leader.
   ☐ I am a Level One Trip Leader
   ☐ I am a Level Two Trip Leader

Outdoor Program Coordinator Signature:_________________________Date:_________

I, _____________________ (leader’s name) have the following certifications and skills:

I. SafeDriver Certification
   ☐ I have received my SafeDriver Certification from Campus Safety
   ☐ I would still like to lead trips but cannot or will not drive for trips.

II. First Aid Certification
   ☐ Adult First Aid Certification (Date certified: ___________ Expiration: ___________)
   ☐ Higher certification (List certification, date certified, and expiration date)
   ☐ CPR Certification (Date certified: _____________ Expiration: _____________)

III. Leadership Skills
   ☐ I have attended WU’s Level One Leadership Training (Date: ___________)
   ☐ I have attended WU’s Level Two Leadership Training (Date: ___________)

   ☐ I understand and accept the responsibilities of outdoor leadership
      ☐ Safety and risk management
      ☐ Willamette university rules and policies
      ☐ Appropriate leadership behavior
      ☐ Effective teamwork and communication with fellow leaders
      ☐ Fostering awesome, unforgettable participant experiences

   ☐ I know how to navigate the Willamette University trip planning process:
      ☐ OP/OACC Budget Framework
      ☐ Van rental process
      ☐ Outdoor Program office sign-ups
      ☐ Advertising using email list-serves, university events calendar, OP calendar, OAC webpage, posters, etc...
☐ Trip forms (pre and post)
☐ Consultation process
☐ Renting equipment and borrowing first aid kits from the OP office

☐ I know Willamette University’s emergency protocol and am informed about the general guidelines for effective crisis management.

My strengths as a leader are:
__________________________ (fill in the blank)
__________________________ (fill in the blank)

My weaknesses as a leader are:
__________________________ (fill in the blank)
__________________________ (fill in the blank)

☐ I know that I will probably need to be proficient in more technical and interpersonal skills than are listed here, depending on the types of trips I am leading.

(These last criteria for Level 2 Only)

☐ I am aware of the factors that affect risk and can mitigate them appropriately.
   ☐ Likelihood vs. Consequences
   ☐ Inherent risk

☐ I recognize that it is important to gather input about group goals so we can achieve them.

☐ I have a basic grasp of the “Leave No Trace” sustainability ethic and outdoor etiquette.

☐ I understand basic evacuation and emergency procedure.