Volunteer Vacations
Crew Leader Description

Crew leaders are liaisons between Volunteer Vacation hosts, volunteers and AHS. The leader's main responsibility is in assisting with pre-trip planning, menu planning and shopping, and motivating the crew to ensure a week of quality trail work and great memories! AHS crew leaders do not need to be expert trail maintainers. Your host will provide the technical guidance for the project.

**DUTIES & RESPONSIBILITIES:**

**Communication**
- Communication with American Hiking, crew, and host prior to trip
- Ensure all volunteers are accounted for regarding arrival/departure and other travel logistics.
- Verification of safety and liability arrangements with host

**Planning**
- Menu planning based on volunteers dietary restrictions
- Communications with host regarding supplies, cooking gear & facilities
- Food/Cooking Gear purchase
- Organization and assignment of kitchen and camp duties
- Reconciliation of food expenses as needed

**Orientation/Welcome**
- Welcome group upon arrival & assist with orientation of the group with host
- Organization of daily work schedule and work teams (work with host)
- Cooperation with host on final night celebration or awards ceremony

**Leadership**
- Boost morale & encourage volunteers
- Conflict resolution between crew members or crew and host as needed
- Represent AHS’s mission to empower ALL to enjoy, share, and preserve the hiking experience.
- Serve as a catalyst for positive change in service of a more just, equitable, diverse, and inclusive (JEDI) hiking community.

**Follow-Up**
- Crew: Thank you note for volunteering (include accomplishments)
- Hosts: Thank you note for hosting
- AHS: Completion of appropriate evaluation forms, project summaries/accomplishments and photos

**REQUIREMENTS:**
- American Hiking Society member
- Outdoor leadership experience
- Volunteer Vacations or other like experience
- Basic knowledge of trail maintenance and building techniques (expertise not required)
- Support AHS’s commitment to hikers and will share in these efforts to contribute to a more just, equitable, diverse, and inclusive hiking community
- Ability to fulfill the above duties and responsibilities
BENEFITS:

• Gain leadership experience
• Training materials & resources
• Industry gear and other goodies
• Registration fees waived
• First choice of trips
• Opportunity to see new areas of the country
• Lifelong friendships & memories