



2022 ALTERNATIVE BREAK

Host Guide

PRE-TRIP PROJECT PLANNING & DESIGN

Task Selection:

American Hiking is dedicated to protecting foot trails and the public lands that surround them. Therefore, the bulk of your Alternative Break volunteer project should be focused on building or maintaining foot trails on public land. While you have already indicated a general project on your crew request, goals and specific tasks for the week, should be determined based on the final size of your volunteer crew. Consider the crew, their trail experience, their fitness level, and their age in selecting the tasks to complete. Most students are active and up for a challenge, but are not avid hikers and the majority have never done trail work before.

You should establish an itinerary for the week, secure necessary tools and materials, and confirm there is enough scheduled work prior to the crew's arrival. Weather could affect which projects can be accomplished—especially in March. Always have a backup or additional project planned and ready to implement.

Project Design:

Detailed planning and design of the project should occur at least a month prior to the scheduled arrival of the crew. As appropriate and needed, the site should be flagged and the design should be drawn. The project plan should include details such as the exact location and length of the trail to be worked; the estimated number of water bars and what kind to be cleaned, removed, added; the clearing width for vegetation; the installation, removal or repainting of signs involved; whether the project involves the construction of features such as puncheon, boardwalk or small bridges; and so forth.

Project Itinerary:

You should be prepared with a basic itinerary for the project based on the number of individuals in the crew and the tasks you aim to complete. Most trips will have volunteers arriving on Sunday evening. Sunday evening is generally used for setting up camp/settling into accommodations and group orientation and introductions. No trail work will be done on this meeting day. Generally, you should plan to have volunteers work Monday-Friday (with a day off), so 4 days of actual trail work. Saturday will generally be used for cleaning up/breaking down camp and travel. We advise Alternative Break crews to expect to work 6-7 hours on the work days. You will need to discuss the exact hours of work and start/end times with the group's leader and communicate that to the crew. Please also incorporate a couple of hours on Monday morning (or the first work day) to go over tool safety, trail work safety, and to discuss the project in general. Also, factor in time to drive or hike to the project, breaks, and lunch (which will be eaten on the trail).

Sustainability:

American Hiking is committed to building and maintaining sustainable trails. We urge you to abide by the Leave No Trace principles and to use the best techniques possible to make sure the work our volunteers accomplish lasts for years to come.

PRE-TRIP COMMUNICATIONS

Communication with American Hiking:

I will be in touch with you should a school express interest in your project to confirm if the dates and accommodations are still available. (If a week that you have previously listed as available is no longer available, please notify me so I can change our listing to reflect the updated availability.) Locations are generally secured in September/October as students start to return to school and plan their winter/spring break. To better ensure follow-through from the student groups, we require a deposit to officially reserve a week at any location. Once this deposit is received, we proceed with making final plans for the trip and collecting registration forms. The final roster and registration information is confirmed as early as possible, but usually in February.

Communication with the Crew:

Once a group is secured for a particular week at your location, and the group leader is determined, I will put you in contact with the designated group leader. This person will contact you regarding logistics and project details on behalf of the crew.

ACCOMMODATIONS

Accommodations:

Hosts are asked to provide lodging for volunteers (campsite, cabins, dormitory, etc.). You should secure lodging or campsites and determine what the sleeping accommodations and provisions are well in advance of the project start. For camping trips, volunteers are required to provide their own tent, sleeping bag, pad, and all personal gear if necessary. If you are providing indoor accommodations, please determine the number of available beds/cots, how they are situated, and if volunteers need to provide their own linens. Once a group is secured for a particular week at your location, lodging needs to be reserved and confirmed. Students ask many questions about lodging, so being as detailed as possible about amenities is really helpful. While every group varies in their preference, the majority of groups will prefer to stay in indoor accommodations that have access to an indoor kitchen/cooking facility and indoor bathrooms. We will still consider your request if it is camping in nature, but providing access to a kitchen and indoor bathrooms is helpful and increases the interest in your project.

Permits/Entrance Fees:

Any permits required for volunteer service need to be secured well in advance of the volunteers' arrival. Any visitor entrance fees should be waived for the volunteer crew and communicated to the entry gate attendee in advance of the volunteers' arrival.

ON-SITE

Orientation:

You should be available at the first meeting or group orientation to welcome the group and introduce yourself and staff if possible. This is especially important since it makes the volunteers feel welcome and that their service is appreciated.

Safety Orientation:

Prior to the project starting, we require you to thoroughly discuss safety issues, emergency plans, and proper tool use with the volunteers. Discuss any safety concerns of the project or region. Discuss what steps should be taken in case of emergency.

Supervision and Training:

Given the inexperience of the Alternative Break crews, full supervision of the crew while on the project site is required. Please demonstrate proper and safe use of each of the tools the crew will be using and any precautions they should take on the trail.

Tools/Safety Equipment:

We ask that you provide any necessary tools and safety equipment required for project completion. Please demonstrate proper and safe use of each of the tools the crew will be using and any precautions they should take on the trail.

Group Cooking Gear:

We ask that you provide group cooking gear including stove and fuel, pots, pans, utensils as necessary.

DAY-OFF/EVENING ACTIVITIES

Local Activities:

We strive to provide both satisfying work and play on our Alternative Break trips. To ensure that the crew has a chance to relax and explore the area on the trip, we ask you to give the crew a full-day off of trail work for free-activity. This can mean scheduled time off the work project for the crew to do their own exploring, hike on their own, or relax in camp. If you would like to be involved in the free-day activity a guided hike, tour of the area, ranger talk, boat/canoe trip or other excursion are all suggested activities.

Special Event:

It is not required, but a final dinner/celebration with the crew is always appreciated at the end of a working vacation. This can be discussed with the group leader and announced to the crew during orientation.