



## Leader-in-Training Co-lead Evaluation Form

**TRIP #1 – LEADER-IN-TRAINING (LIT) WILL OBSERVE THE GROUP AND TAKE AN ACTIVE CO- LEADER ROLE IN THE TRIP.**

Leader Mentor will include the LIT in any leadership activities the leader instructor and LIT feel comfortable with, including trip planning, logistical preparations, etc. The Leader Mentor should discuss methods used in participant screening. The LIT should be given opportunity to practice different Leader skills as they learn all aspects of managing a group from planning to execution.

**DESTINATION:**

**LEADER MENTOR:**

**DATE:**

**LIT:**

*For the following questions, please rate the LIT:  
1 - Excellent · 2 - Good · 3 -Fair · 4 - Poor · 5 -Very Poor*

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### Leader Information

	1	2	3	4	5
Has appropriate gear (individual and group, if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has fitness level appropriate for the activity level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has experience in the activity level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is prompt at the meeting location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shows good/positive attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### Inter-Personal Communication

	1	2	3	4	5
Communicates with the participants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Listens to participant concerns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attends to participant needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is non-forceful with requests (Note: In certain situations, it may be appropriate to be direct; if this is the case, please note in the comments section)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Encourages in a positive, situation appropriate manner

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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### Risk Management

Is aware of participants' physical condition

1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Brings concerns about participants' condition to leader's attention

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Demonstrates safety practices

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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### Training

Observed the leader's trip management techniques

1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Discussed leadership techniques with leader

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Discussed group dynamics with leader

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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TRIP # 1 LEADER MENTOR'S SIGNATURE:

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TRIP #1 LEADER MENTOR'S COMMENTS HERE:



## Leader-in-Training Co-lead Evaluation Form

### TRIP #2 – LEADER-IN-TRAINING (LIT) IN LEADER ROLE

Leader-in-training will conduct all phases of the leadership process from the activity's selection to its successful completion. The Leader Mentor will be present at each step in the process to lend support and guidance. If at any time the Leader Mentor concludes that the trip is at risk (for safety or logistical reasons, or due to the inexperience of the co-leader or the participants), it is the Leader Mentor's responsibility to step in and assist in redirecting the activity back into a positive situation.

**DESTINATION:**

**LEADER MENTOR:**

**DATE:**

**LIT:**

*For the following questions, please rate the LIT:  
1 - Excellent · 2 - Good · 3 - Fair · 4 - Poor · 5 - Very Poor*

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### Pre-Activity

	1	2	3	4	5
Has thoroughly researched and planned out the trip route (i.e. scoped, has bailout plan, knows about seasonal weather hazards for the area)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has written up the trip description per Chapter & activity committee guidelines; provided to leader for input on the AMC's online trips database	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has screened participants before the trip (n/a for show 'n go trips; may need to screen at the meeting location in this instance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pre-trip communications:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has clearly set expectations. (distance, pace, natural conditions such as terrain or white water rapids ratings, expected weather)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has specified the required gear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has set an appropriate meeting place and start time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Showed good group introductions at the meeting location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Checked participants for proper equipment at the meeting location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sets expectations for group prior to trip departure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is good at discussing trip etiquette	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is good at discussing group safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### During the Activity

	1	2	3	4	5
Sets an appropriate group pace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Determined appropriate group breaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Set a reasonable turnaround time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated good communication skills (listens to participants, encourages appropriately)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated appropriate navigation/route finding skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### After the Activity

	1	2	3	4	5
Turned in Release Form/Waivers to <a href="mailto:amcwaiver@outdoors.org">amcwaiver@outdoors.org</a>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Does the Leader-in-Training require  
more training at this time?  
(Contact Leadership Chair to further discuss  
and share concerns.)

**NO**

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**YES**

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TRIP # 2 LEADER INSTRUCTOR'S SIGNATURE:

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TRIP #2 LEADER INSTRUCTOR PLEASE WRITE COMMENTS HERE: