

## **Mountain Ascent Association Event Leader 2019 Contract**

Thank you for your interest in becoming a Mountain Ascent Association ("MAA") Event Leader! MAA members rely upon Event Leaders ("ELs") to organize and lead climbing events and MAA expeditions. Everyone benefits when you share your enthusiasm, skill and passion for climbing.

In addition to being a respected member of the club and shaping the future of MAA and its members, ELs enjoy great privileges. Full details of the requirements and responsibilities attached to these privileges start in Part 1.

The process of becoming an EL begins by submitting this agreement with evidence of outdoor leadership skills, technical competency and good people skills. This requirement is detailed in Part 2. If you are renewing your agreement, this requirement will be covered in a yearly assessment meeting and does not need to be re-submitted.

Understanding the expectations for programming is very important. This is, in part, to deliver a minimum of 6 days of official events in a calendar year and complete the associated tasks for each event. This is detailed in Part 3.

At Part 4 please read the Event Leader Handbook (separate document), and pay special attention to Section 9 which accompanies this form. Then please proceed to complete the contract in Part 5. Thank you for your interest in becoming an Event Leader!

---

### **Part 1: Event Leader Requirements, Responsibilities, Code of Conduct and Privileges**

#### **General Requirements and Understanding:**

- Be at least 21 years of age
- Have been an active member of MAA for at least six months or have fulfilled a prior EL agreement
- Maintain, at a minimum, current Wilderness First Aid and CPR certification throughout the duration of the agreement
- Lead 6 days of MAA event programming and complete check back and reporting on each event, in a calendar year.
- Upon a conservative self-assessment and assessment by an MAA officer, possess a skill set equal to or greater than that of each event you are leading
- Read the EL Handbook and abide by all MAA policies described therein
- ELs are volunteers and not employees of MAA
- ELs are responsible for addressing the replacement or repair costs of any club owned equipment that is lost or damaged on an event
- When an EL has an upcoming event during any given month, attend the EL conference call which is held on the second Tuesday of every month at 8:30 pm
- While on contract as an EL you cannot post private events or "member-organized" events on any MAA social media, including our Meetup, Facebook, or Instagram site. If you have the time available to do this, then please make them official events.
- EL performance may be reviewed at board meetings or by MAA officers at any time. If the performance of an EL is found to be inadequate, unsafe, or not in line with the

MAA mission, their status as an Event Leader and all rights thereto may be immediately revoked.

- If the contract is not fulfilled within a calendar year, the EL will be billed \$120 for each day of programming not delivered.

## **EL Responsibilities**

You are responsible for all items in the lifecycle for each event you lead, such as the following:

1. Committing to actual dates for all events you are to lead and to prepare for the success of each one
2. The research, permit acquisition, and submission of a dates, location and times of the event to an MAA officer at least 4 weeks prior to the event and at least 3 months prior for expeditions
3. The assessment of qualifications for individuals on the interest list, and to select and RSVP team members for each of your events 1-3 weeks prior, and 2-3 months prior for expeditions
4. Periodic monitoring of the RSVP list to fill spots that become open to ensure the event is as full as possible
5. Acquiring and abiding by any permits, fees, legal or regulatory requirements; you will be reimbursed for these fees upon submitting notice to MAA Directors
6. General coordination of all participant logistics – for example, personal and group gear, transportation, and permits
7. Check out any club equipment needed for the event, and return it dry and in good condition
8. Welcoming, managing and leading the group by MAA guidelines as outlined in the EL Handbook
9. Carrying a first aid kit, participant list, equipment suitable for event conditions and a cell phone or radios, and to do your best to coordinate timely medical or rescue response to any incident
10. With input from participants, making any final decisions regarding the event itinerary, objectives, or activities in the interest of safety or prudence.
11. Report your return to any MAA officer within 24 hours via text, email, phone call or in person
12. Within a week, post pictures and a short report on the MAA blog, official MAA Facebook page, or the MAA Instagram account
13. Once all these tasks are complete the event will count toward fulfillment of this contract

## **EL Code of Conduct**

In order to ensure a safe and successful events for our members and our organization, it is imperative that Event Leaders (ELs) understand and have the proper qualifications and experience to lead the event, demonstrate certain behaviors such as respect, leadership and responsibility, and are responsive to both team and individual needs. Event Leaders are not guides and participants are responsible for themselves as climbers and are to be in compliance with the Participant Code of Responsibility.

1. Event Leader Code of Conduct entails:

- Being organized
- Being proficient with skills required for the event
- Being knowledgeable about the event details
- Have a good working knowledge of equipment/gear needed for the expedition
- Being punctual
- Being able to problem solve
- Being good listeners
- Following rules, policies and procedures, particularly pertaining to safety
- Listening to all team members and acting respectfully
- Make decisions considering team member input
- Make decisions based on sound reasoning and safety when group consensus fails
- Ensuring that everyone has the proper gear
- Ensuring that team selection includes members with experience and ability, including fitness level, that is commensurate with the objectives of the event.
- Being willing to teach less experienced team members as needed
- Must be able and willing to terminate the event and identify when this is necessary if circumstances require so

2. ELs are expected to be transparent about the cost of the event and provide a financial breakdown of costs to team members prior.

3. ELs are responsible for all MAA equipment and are to ensure that loaner gear and group gear is returned clean and in good repair.

4. In the event of an injury or other incident, ELs are to ensure all team members submit incident reports to MAA officers within 48 hours of the conclusion of an event. Incident reports are to be made available for members of the board of directors for review.

5. Whether present on the event or not, MAA officers and directors have full authority to override any decision made by an EL.

### **Detail of Event Leader Privileges**

All privileges apply only during the term of the contract. To access EL privileges a member must have a current EL contract.

EL Privileges:

- Unlimited, priority RSVP to join as a participant or assistant leader on any training event, climbing event or expedition before it is open for RSVPs, upon approval from the EL for that event, or approval from an MAA Director
- EL membership subscription which includes all benefits outlined at the Apex level except a climbing mentor and a personal trainer. The value of this membership is \$60/month. Every day of programming an EL provides is thus compensated with member benefits at \$120 per day.
- 25% retail discount on all purchases at Bobcat's Outdoor Adventure Sports ([www.bobcatsoutdoor.com](http://www.bobcatsoutdoor.com))
- Free unlimited attendance at any of online, MACC, or in the field training classes - this is over 20 hours of instruction worth thousands of \$\$.
- Upon prior approval and arrangement in the expedition budget, privilege to receive

- participant-financed reimbursement for expedition travel costs and expenses
- Commercial liability insurance coverage while acting in your role as an EL
- Privilege to represent MAA as a leader of climbing events year-round
- Privilege to lead MAA sponsored expeditions, upon submission and approval of all expedition information to an MAA Officer
- If the EL is certified by a national agency such as the AMGA or the PCIA, to become a climbing mentor and receive compensation for your work with each designated mentee.
- After one year of satisfactory service an EL may receive official MAA staff clothing or gifts, if within the MAA budget.

---

## **Part 2: Qualifying to Become an Event Leader**

ELs are the primary leaders on all MAA events, which means the ultimate responsibility for leading safe and successful climbing events rests on their shoulders. Because ELs carry the burden of judgment, safety, and responsibility they are held to a higher standard, require a significant level of training and support, and therefore have higher entry requirements. Being an Event Leader is both a demanding and very rewarding volunteer experience.

ELs must have been approved by MAA Officers at or above the level of each event they are leading. However, there is no such expectation for an EL acting as an assistant on an event.

Applicants apply for a level of approval for all the disciplines at the same time - only this one application is needed. ELs will be considered and qualified for each discipline independent of their qualifications in the other disciplines.

To effectively determine the approval level for each discipline, it is important that each new applicant submit a detailed "climbing resume." On this resume please list all outdoor leadership experience, technical skills, skills training, climbing accomplishments, and people skills that have prepared you to be an Event Leader. The climbing resume does not need to be submitted for a renewal.

If you have questions about meeting the requirements to be considered for EL status please contact MAA President Darren Shutt at [darren@mountainascent.org](mailto:darren@mountainascent.org), (916) 872-3399 or MAA Vice President Todd Martin at [todd@mountainascent.org](mailto:todd@mountainascent.org), (949) 922-2253.

---

## **Part 3: Understanding Event Leader Requirements**

ELs are required to lead a minimum of 6 event days per year - on average that's one day every two months. Only events that you lead will qualify, however there is no requirement as to their timing or location. Upon completion of 6 days of official programming in a calendar year MAA Directors would like to recognize your contribution with an "EL staff" gift, and, of course, you will enjoy EL privileges during your agreement.

Climbing event days and expedition days all count toward your total. Gym climbing sessions count as half a day. Specific events and specific dates will be agreed upon up to a year in advance and recorded on the EL Agreement. This is a separate meeting with an MAA officer that will follow approval of this application.

---

#### **Part 4: Read Event Leader Handbook**

The EL Handbook is a separate document that provides more details, information and direction for your role as an Event Leader. See the link below.

Please read the EL Handbook all the way through and pay particular attention to Section 9 "MAA Organizational Policies" (included below). These policies are "non-negotiables" and, therefore must always be followed. They are in place to help MAA as an organization be safe, responsible, and work within the parameters of our liability insurance.

You are protected by this insurance if you follow these policies when acting as an EL. If, whether out of ignorance or carelessness, you do not follow these policies, you are at risk of losing your EL status and can be held liable for negligence as decided in a court of law. Point being made: read and know this information!

The complete document may be attached to the end of this file or to an email where you obtained this form. If you do not have it, please email Darren at [darren@mountainascent.org](mailto:darren@mountainascent.org).

**LINK:**

**[https://docs.google.com/document/d/1aranpUbbkaQgRFGihoUjn\\_v9a60gwmdr6M\\_eMyYM87A/edit?usp=sharing](https://docs.google.com/document/d/1aranpUbbkaQgRFGihoUjn_v9a60gwmdr6M_eMyYM87A/edit?usp=sharing)**

---

#### **Part 5: Proceeding with Application**

If you understand the information presented at Part 1, believe you meet the requirements for consideration to be granted some level of EL status detailed at Part 2, understand and agree to the conditions outlined at Part 3, and have read the entire EL Handbook (not just section 9, but the entire document) in Part 4, then please proceed to review and complete the remainder of this document.

Interested candidates should write all requested information in the space provided, or attach documents if more space is necessary. In particular, pay attention to the requirement to submit a detailed climbing resume if you are applying for the first time. You can apply to the EL program at any time of year.

Please submit the completed EL Application on paper or electronically to an MAA Officer. Submissions will be reviewed by a selection committee authorized by the Board of Directors. All applicants will be notified of the outcome of their submission by an MAA Officer.

If your EL status is approved, you will then meet with an MAA Officer for a skills classification interview. You will receive a welcome email and a copy of your EL classification document, as well access to important EL information and benefits.

If you have any questions about the EL program please contact MAA President Darren Shutt at [darren@mountainascent.org](mailto:darren@mountainascent.org) (916) 872-3399 or Vice President Todd Martin at [todd@mountainascent.org](mailto:todd@mountainascent.org) or (949) 922-2253.

## Mountain Ascent Association Event Leader Application

### Applicant Information

First and Last Name:


Email:


Phone:

--

Address:

--

WFA / WFR certification expiration date:


CPR expiration date:

--

Your intent in becoming an Event Leader:

--

Resume: by name and with approximate dates, please list outdoor leadership experience, technical skills, skills training, climbing accomplishments, and "people skills" you possess that have prepared you to be an Event Leader (attach separately if desired).

This information not necessary for renewals.

--

---

## Official Events and Expeditions

MAA was founded to provide members the opportunity to join together for adventures in the mountains as often as possible. We provide all types of climbing experiences for our members, from evening gym climbs to multi-week expeditions in other parts of the world.

MAA climbing events require leaders who excel not only in technical ability but also possess outdoor leadership and broad "people skills". These climbing opportunities help members pursue their dreams and you can be a part of that. As you provide leadership on your 6 days of MAA climbing events, your skills and competency will significantly increase. It is our belief this will enhance everyone's experience, including yours.

The board would like to know what types of climbing events you may offer if approved as an Event Leader. Please briefly list below the top 6 ideas you have for fulfilling the expectation for providing six days of programming.

1 Location and Route, Dates, # of Days, Type of Event


2 Location and Route, Dates, # of Days, Type of Event

--

3 Location and Route, Dates, # of Days, Type of Event

--

4 Location and Route, Dates, # of Days, Type of Event

--

5 Location and Route, Dates, # of Days, Type of Event

--

6 Location and Route, Dates, # of Days, Type of Event

--

---

**Submission – Please sign and date**

I have read the EL Application and reviewed all the sections in this document, including reading the EL Handbook, and I understand and agree to all the conditions detailed. I submit my information for consideration for Event Leader status for 2019.

Signature:


Date:

--