AMC Outings Committee Chair

The Outings Committee Chair is a key member of the Chapter Executive Committee (ExComm) and the Chapter Leadership Development Committee. The Outings Committee brings the AMC mission to life at the local level by offering skills trainings and recreational opportunities as well as acting as stewards of our local resources by bring a conservation focus to activities.

AMC’s 12 chapters, run by volunteer Executive Committees, support the organization’s mission on the ground by leading trips, offering outdoor skills and leadership training courses, and creating opportunities for conservation action and stewardship at the local level. These dedicated volunteers help activate their communities, often launching people on a path toward greater engagement with AMC’s mission of protecting and enjoying the outdoors.

## **Responsibilities:**

* Represent Outings Committee at all Chapter Executive Committee meetings by attending or by sending a designee
* Participate in Interchapter Committees and Meetings associated with your role such as the Interchapter Paddling Committee (IPC).
* Submit reports to ExComm
	+ For regular Executive Committee Meetings as required by your Chapter (electronically; in advance of meetings; etc.)
	+ For Annual Report as required by your chapter
* Oversee Management of Leaders: These tasks can be managed by the Outings Committee Chair or delegated to others in the Committee.
	+ Approve events
	+ Respond to reports/complaints in accordance with AMC Risk Management standards
	+ Coordinate Outings leaders to ensure a range of options including difficulty level, location, timing (weekday v weekend)
	+ Ensure leaders understand policies – waivers, etc.
	+ Connect mentors to trainees
	+ Recruit new leaders and encourage committee members to do the same
	+ Update Leader Active/Inactive status in ActDB
	+ Update Leader Certifications in ActDB
* Oversee Volunteer Recognition –
	+ How/when volunteers receive recognition
	+ Include expenses in budget (gear, food, training, etc.)
	+ Connect with Chapter and other AMC opportunities for recognition.
* Budget
	+ Prepare, submit & manage the Outings budget
* Leadership Development
	+ Member of the Chapter Leadership Development Committee
	+ Support chapter outdoor leadership training and Wilderness First Aid training.
* Skills Training
	+ Hold outdoor skills training workshops such as Introduction to Winter Hiking, Kayak self and assisted rescue, Introduction to Backpacking, etc.

## **Preferred Qualifications/Skills:**

* Must be a member of the AMC.
* Access to a computer with internet in order to manage documents and information flow.
* Be a welcoming and enthusiastic promoter of the Chapter and the Appalachian Mountain Club!
* Time commitment: 2-5 hours per week