

LEAVE NO TRACE TRAINER COURSE GUIDELINES

November 2000

In January, 2000 in cooperation with its cadre of Master Educators and Educational Review Committee, Leave No Trace, Inc. published the *National Leave No Trace Program Training Guidelines*. The document outlines the expectations and requirements for Master Educator and Trainer courses under the Leave No Trace program. Based on feedback received from Master Educators, **important changes have been made to the requirements for Trainer and Master Educator courses**. One change, in particular, affects how Master Educators conduct Trainer courses. That change is outlined in this document. For the sake of expediency, only the Trainer course sections of the *National Leave No Trace Program Training Guidelines* are included here. If you are interested in receiving a complete copy of the Guidelines, with requirements for Master Educator courses and workshops, please visit the LNT website (www.LNT.org) or call Leave No Trace, Inc. at 800-332-4100.

A final, introductory word about the *National Leave No Trace Program Training Guidelines*: The Guidelines are very much living document, a work in progress. The changes that were made this year to the Guidelines reflect the opinions and needs of active Masters who expressed their sentiments to Leave No Trace, Inc. The Educational Review Committee (the oversight body for Leave No Trace training efforts, curriculum development and material production, see Appendix A for members) is interested in hearing feedback from Masters about ways to improve Leave No Trace training. If you have concerns, questions or suggestions about the Training Guidelines, please contact Leave No Trace, Inc. We welcome your input for the betterment of the Leave No Trace program.

A. INTRODUCTION

The national Leave No Trace (LNT) training program has grown to include over 1100 Leave No Trace Master Educators and hundreds of LNT Trainers. As the number of institutions, organizations and agencies interested in offering Leave No Trace training programs increases, the need to develop appropriate guidelines for those conducting Trainer courses has become apparent.

The goals for these Trainer Course Guidelines are five-fold:

- To strive for consistent, quality training for all LNT Trainer course participants;
- To provide an easily implemented training structure that encourages training efforts;
- To establish a structure that allows LNT, Inc. to track and quantify training efforts;
- To clarify the role of LNT, Inc. in regard to training institutions, individual Master Educators and Trainers;
- To identify that there are inherent risks in outdoor activities and to discuss warnings and other information pertaining to LNT courses.

These Trainer Course Guidelines describe the administrative and curricular requirements for the Leave No Trace Trainer course. Fees may be charged for these courses, details of which are described in this document. Other training options- workshops, seminars, presentations- exist and are being implemented on an ad hoc basis. Although such departures from Trainer courses are valuable and encouraged, LNT provides no set curriculum for their content, and encourages course leaders an/or organizations to make the cost of such efforts as low as possible to encourage enrollment and training efforts. It is encouraged that LNT materials be used in all training activities regardless of the length or type of training.

Organizations (including approved Master Educator providers) and individual Master Educators teaching Trainer courses must enter into a Training Agreement with LNT (samples attached) and follow the guidelines identified here, before conducting courses.

AN IMPORTANT WARNING:

The LNT curriculum focuses on techniques for learning and teaching minimum impact outdoor ethics. LNT courses do not teach specific outdoor skills such as mountain climbing, river crossings, camping, etc. However, due to the nature of the Leave No Trace program, many courses are taught in an outdoor setting. Engaging in outdoor activities involves inherent or other risks and dangers that can lead to injury, property damage or even death. In addition, LNT outdoor ethics and principles are only effective if they are accurately relayed and taught to course participants. For these reasons, LNT requires organizations and individuals interested in conducting LNT courses to enter into a Training Agreement with LNT (samples attached) and follow the guidelines listed here before conducting courses. These Guidelines and the Agreement are not intended to control the details of how the organization/ individual conducts the LNT course. LNT does not control, teach or conduct the course, but rather, provides organizations and individuals with nationally approved materials to assist in the teaching of LNT courses. All organizations and individuals conducting LNT courses act as independent contractors and are solely responsible for the conduct of the courses.

Individuals interested in participating in a LNT course should have basic outdoor travel and camping skills and be in reasonably good physical condition before attending a course. Participants should understand that they are responsible for their own safety, and assume responsibility for injuries resulting from the inherent risks of recreational activities.

LNT does not warrant or guarantee the quality or expertise of any individual or organization providing a LNT course. Those individuals interested in a LNT course are advised to independently review and examine the qualifications of individuals or organizations planning to conduct LNT courses.

**B. TRAINING ORGANIZATIONS AND MASTER EDUCATORS--
PROGRAM COMPONENTS**

1. Organizations Offering Trainer Courses

Organizations offering LNT Trainer courses must comply with the LNT/Organization Training Agreement- Trainer Courses (sample attached) and follow the Guidelines included here. This includes:

- a. Possessing appropriate levels of insurance;
- b. Assuring that staff, including any proposed LNT instructors or co-instructors, are appropriately trained in outdoor leadership/instruction skills, and maintain current certification in Standard First Aid and CPR at a minimum;
- c. Distributing the LNT introduction and discussion of course risks form;
- d. Following the “Core Components for Training Course Curriculum,” and additional Guidelines for courses outlined below, in any Trainer course;

2. Individual Master Educators Offering Trainer Courses

Those successfully completing the Master Educator course are able to conduct Trainer courses. Although Master Educators do not need to be affiliated with an organization to offer Trainer courses, Masters must comply with the LNT Training Agreement-Trainer Courses (sample attached) and follow the Guidelines included here. This includes:

- a. Possessing appropriate levels of insurance (federal tort claim coverage is acceptable);
- b. Maintaining current certification in Standard First Aid and CPR at a minimum;
- c. Distributing the LNT introduction and discussion of course risks form;
- d. Following the “Core Components for Trainer Course Curriculum,” and additional Guidelines for courses outlined below, in any Trainer course.

Liability insurance for individual Master Educators may be obtained via LNT, Inc. (call for details) or via the Master’s personal insurance carrier. See the LNT/Master Educator Agreement for specifics regarding liability coverage levels.

C. LEAVE NO TRACE TRAINER COURSES

1. Curriculum Content

A Leave No Trace Trainer course is a modified version of a Leave No Trace Master course. The Trainer course is shorter, less comprehensive and less expensive to conduct than a Master course. Like Master courses, LNT Trainer courses emphasize skills and techniques essential to LNT minimum impact outdoor ethics and education. However, LNT Trainer courses do not teach basic travel, camping or other outdoor skills, nor do they provide outdoor instructor certification. Samples of Trainer course curriculums are available through LNT, Inc., the National Outdoor Leadership School, the Appalachian Mountain Club and the Leave No Trace website (www.LNT.org).

Core Components for Trainer Course Curriculum

1. A minimum of 16 total hours of experiential instruction, 10 hours of which must be conducted in the field. One night camping is strongly recommended.
2. The role and function of a Leave No Trace Trainer.
3. The principles and ethics of Leave No Trace.
4. Teaching skills and techniques and student learning styles.
5. At least one student led teaching exercise by each participant.
6. Overview of the national Leave No Trace program.
7. The role and function of Leave No Trace, Inc.

2. Trainer Course: Leaders

The course leader for a Trainer course must be a Master of Leave No Trace. LNT Trainer course leaders should have training and experience in outdoor leadership/instruction skills and maintain current certification in Standard First Aid and CPR, at a minimum.

3. Trainer Course: Co-instructors

A co-instructor for a LNT Trainer course can be a Master or Trainer of Leave No Trace. Co-instructors should have experience as teachers/trainers within their respective organizations, including instruction on at least one overnight LNT course. Co-instructors should have training and experience in outdoor leadership/instruction skills and a current certification in Standard First Aid and CPR, at a minimum.

4. Trainer Course: Enrollment

Trainer course enrollment is not limited, but organizations and individuals offering Trainer courses should strive to keep the instructor to student ratio low to enhance learning opportunities.

5. Trainer Course: Cost

Course costs for LNT Trainer courses are not set by LNT, Inc. or the Educational Review Committee. Course leaders and/or organizations should set the cost of Trainer courses to cover material, temporal, staff and other costs. LNT, Inc. encourages course leaders an/or organizations to make Trainer course tuition as low as possible to encourage enrollment and training efforts.

6. Trainer Course: Completion

Upon successful completion of a LNT Trainer course, each participant will become a Leave No Trace Trainer and receive a completion certificate from LNT, Inc. Successful completion of the course requires participation in all course activities and teaching exercises. Those who complete the Trainer course are equipped to:

- Understand, demonstrate and teach state of the art minimum impact techniques for friends, family or community groups;
- Lead a discussion on outdoor ethics and help others explore their own personal outdoor ethic.

Instructors of a LNT Trainer course reserve the right to deny a Trainer completion certificate if in the eyes both instructors, the participant has not 1) attended the entire course; 2) displayed the skills necessary to conduct outreach programs or otherwise carry forward the LNT message in a productive way; 3) exhibited behavior consistent with the LNT philosophy.

Upon completion of a Trainer course, the instructor is asked to submit a course roster to Leave No Trace, Inc. with the accurate names and contact information (e.g. mailing address, telephone number, email address) of all successful students. Along with the roster, instructors are asked to include a statement to the effect that, “Every course participant has read the Introduction and Discussion of Course Risks document and has met my expectations as a Trainer.” Upon receipt of this list and statement, Leave No Trace, Inc. will issue Trainer certificates directly to the students.

APPENDIX A: LNT, INC. EDUCATIONAL REVIEW COMMITTEE

The members and advisors of the LNT, Inc. Educational Review Committee include:

- Kelly Hartsell — National Park Service
- Rick Harwell — Association of Outdoor Recreation and Education
- Dara Houdek — Appalachian Mountain Club
- Eleanor Huffines — National Outdoor Leadership School
- Stew Jacobson — Bureau of Land Management
- Craig Mackey — Outward Bound USA
- Jeff Marion (chairperson) — U.S. Geological Survey
- Scott Reid — Leave No Trace, Inc.
- Roger Semler (advisor) — National Park Service
- Del Smith (advisor) — Eagle Crag Ventures
- Ralph Swain — U.S. Forest Service