



## **Appalachian Mountain Club Outdoor Leadership Development Committee Co-Sponsored Activities**

### **History**

In 2005 the AMC's Outdoor Leadership Development Committee (OLDC) formed a task force to research the implications of co-sponsoring activities and programming with third party organizations. The OLDC is a committee of volunteers representing various areas of the club and was formed to develop requirements and guidelines for leaders of volunteer led activities. This committee has been tasked by the AMC's Board of Directors to solicit input from interested parties and to publish whatever requirements and guidelines are deemed in the best interest of the club and its members. The overarching goal of the OLDC is to support the offering of high quality outdoor excursions with safety considerations receiving top priority. The OLDC is focused on managing the risk associated with the thousands of volunteer led activities offered annually through leader recruitment, training, and policy implementation,

Members of the task force along with the OLDC recognize the value of "cross pollinating" with external organizations and the importance of weighing the benefits of such relationships with the potential risks they represent to the AMC and it's leaders. It is this approach that guided our discussions on how to best protect the organization, it's leaders and members, while allowing the flexibility to continue to offer trips and activities with our partner organizations in the field.

Club units co-sponsoring activities with outside organizations must confirm that activities are being offered in conjunction with an organization that has been approved by the AMC's Risk Management Department.

### **What is a Co-Sponsored Activity?**

A co-sponsored activity is an activity that is jointly run with shared leadership and responsibilities between an AMC Unit and another organization. These requirements are not applicable when a third party organization lists an AMC activity or event but has no role in the leadership of the event. The following are exceptions in which approval is not necessary. If you are in doubt as to whether or not your activity is excluded from the approval process please contact AMC Staff Aaron Gorban at [agorban@outdoors.org](mailto:agorban@outdoors.org)

1. Any social events that do not include an outing or excursion such as: potlucks, slide shows, picnics, meetings, etc.
2. You are co-sponsoring an activity with a government organization
3. AMC led programs that are simply listed or advertised by other organizations

### **Relevant Section of Leadership Requirements and Guidelines**

#### **Requirements for Club Units**

##### **Approval for Activities:**

Club units sponsoring activities with outside organizations must confirm that activities are being offered in conjunction with an organization that has been approved by the AMC's Risk Management Department. To receive approval for a non-listed organization, please e-mail the name of the proposed organization along with some contact information to: [leadership@outdoors.org](mailto:leadership@outdoors.org)

AMC staff will work to add requested organization to the list of approved organizations as quickly as possible.

For an update list of organizations currently approved for co-sponsoring activities, please see <http://www.outdoors.org/volunteers/forms/>  
Up to date lists of approved organizations will also be periodically sent to AMC Chapter Chairs.

**Leadership:**

- Club units sponsoring activities involving outside organizations must ensure that the jointly sponsored activity meets the standards of the sponsoring Club unit and has an approved AMC leader as either the leader or co-leader.
- When co- sponsoring an activity with an outside organization, it is the responsibility of the AMC leader to identify the responsibilities and services provided by each organization (emergency response, participant screening, etc.). Participants should be made aware of the nature of the co-sponsored arrangement and the specific responsibilities as well (this information should be included in the trip listing or a pre-trip briefing).

**Requirements for Leaders**

**Participants and Activity Management:**

Notify all participants (regardless of organization affiliation) that there is an element of risk in the activity through the use of the Acknowledgement of Risks, Assumption of Risks, and Release Agreement for AMC Volunteer-Led Activities.

**What are the considerations for approval?**

Evaluation of partner organizations will include:

1. Insurance considerations
2. The nature of the activities being offered
3. Potential benefits of partnership to AMC members and the club's mission