



Name: _____ Date: _____

OGDP APPRENTICE COMPETENCY CHECKLIST

OGDP Apprentice Checklist: The apprentice checklist is the foundation for all trip leaders in Base Camp Cullowhee. All students are required to complete the following pre-requisites and to be in good standing with the department to be considered for a trip instructor position.

Skills Assessment: Supervisors/Trainers - 1.) Please only initial once student has proven competency. 2.) You must get pro staff approval to advance to a new instructor status. 3.) It is the student's responsibility to keep up to date on all of the skills below.

AI: Assistant Instructor / LI: Lead Instructor

Core Competencies	Instructor	Date
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Specific Knowledge of backpacking equipment, its proper use and maintenance		
Demonstrate familiarity with the program site and ability to interpret common flora and fauna, prominent landmarks, regional geography and geology, and human history		
Understanding of the principles of orienteering and ability to clearly instruct map and compass skills		
Demonstrates understanding of Base Camp Policy and Procedure including familiarity with all related forms and can effectively communicate safety protocols to group		
Understands group gear and personal gear needs for different types of trips - Assignment: Create a Group Gear and Personal Gear List for a 3 day backpacking trip		
Ability to develop nutritionally appropriate menus, assess dietary needs and understand food purchase protocol - Assignment: Create a food menu for a 3 day backpacking trip. Include breakfast, lunch, dinner and snacks		

Technical Understanding		
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Proficient in teaching core skills including low impact hiking and camping techniques, navigation, tarp/tent/shelter setup, backcountry cooking and nutrition, and hygiene and water purification		
Proficient in the operation and maintenance of the MSR Whisperlite stove		
Ability to contribute to curriculum design and route planning. Assignment: Create a lesson plan for a single topical lesson of your choice for backpacking (Ex. Stove Operation, Blster Care, etc.)		

Safety Skills		
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Knowledge of and ability to affect Base Camp emergency protocols as they relate to the program environment		
Demonstrates effective group management and an appropriate level of experience, judgment, and decision making.		
Ability to maintain a safety-minded attitude while assessing hazards, managing risk, and safeguarding participants.		

Certifications		
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Candidate has been approved by Western Carolina University to drive: 12 passenger: yes / no Date: _____ Trailer Trained: yes / no Date: _____		
OSHA Blood Borne Pathogen Workshop: yes / no Date: _____		
CPR for the Professional Rescuer: yes / no Date: _____		
Wilderness First Aid: yes / no Date: _____		
Wilderness First Responder: yes / no Date: _____		
Epinephrine Injection Training: yes / no Date: _____		

Name: _____ Date: _____

OGDP APPRENTICE OBSERVATIONAL NOTES

Core Skills

Core Competencies

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Technical Understanding

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Safety Skills

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Certifications

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Additional Comments: