

## **Responsibilities of Trip Coordinator/Leader. 2021 Chris Castellucci**

1. The Trip Leader is responsible for maintaining and updating outing sign-up sheet (Mike Spurlock will place the blank sign-up sheet on the RRFF website) to be completed by the Trip Leader or the Outings Chairman. Depending on the timing and whether a Trip Leader has been determined, the signup sheet will either be placed immediately on the website and broadcasted by email to all members for sign up, and/or announced at the general meeting with signup sheet available for sign up at the table. When our normal way of life returns, usually the upcoming outings are scheduled months in advance and announced at the General meetings.
2. The Trip Leader may need to research the outing location to properly update and manage the sign-up sheet to include the follow:
  - Write a brief description of the outing destination on the website sign-up sheet.
  - Provide the website for camping reservation information, pertinent phone numbers (if applicable) or indicate whether it is "first come/first serve". (Each member is responsible for securing their own campsite or nearby motel accommodations). Members are encouraged to try and share campsites, motel accommodations, and carpool, if possible. Most NFS and State Park campsites limit 2 cars per site.
  - Recommend gear that is applicable for the expected water conditions, lakes, and/or swift rivers or stream conditions. Gear may include life vests, flash lights, whistle or horn, walking staffs, fish nets, gloves, sun glasses, sun protection, bug repellent, bottled water, waders/studded boots, float tubes/flippers, kayak, for still water. Recommend fly rod sizes, line types, and flies for the area, these are some examples of gear that maybe recommend for the situation.
3. Compile an email list of the signed members for your use to stay in touch; announce any ideas regarding the outing, such as shared group dinners and other activities that will enhance the trip experience. Usually, there are a few experienced fly guys that can share ideas and methods.
4. Address any safety protocols, some safety items already mentioned above. Monitor the participants during the trip to make sure everyone is safe, and having a good fishing experience. If a member is a new to fly fishing, or new to the area, offer help or guidance, and/or set-up a buddy system with an experienced member to help with safety concerns and fishing methods.