

RISK MANAGEMENT TRAINING

Sponsored by NOLS Professional Training

DATES: March 24 -25, 2010
COST: \$565 USD Tuition Only
LOCATION: Seattle University
Seattle, Washington
Pigott Building, Room 108

Course Description:

Whether your program is small or large, wilderness based or study abroad, you have a responsibility to your staff and participants to invest in risk management planning. Building a comprehensive risk management plan can feel daunting. Our goal is to provide you a structured approach and tools to build a risk management plan appropriate for your organization. We'll share our experiences managing risk in wilderness environments around the world. At NOLS, we've had forty years to learn the risk management lessons that you may just be starting to face. Let us share our experience with you.

Training Benefits:

Every training strives to meet the unique demands of its audience. Working within this framework, it is our intent that each participant gains the skills and tools to build or enhance an existing risk management plan. Specifically you will:

- Learn a structured approach to organizing a risk management plan.
- Think analytically about curriculum, administrative processes, staff hiring and training, field support services and crisis planning.
- Use the Risk Management framework to evaluate an incident and a program for weaknesses in their risk management plan
- Participate in exercises to help you evaluate your approach to staffing, contracting, and emergency and crisis planning.
- Receive the Wilderness Medicine Institute of NOLS Medical Protocol Package, the NOLS Crisis template and many other documents to assist you in building your plan.
- Build a risk management action plan for your organization.

Registration/Cancellation Policies

A deposit of \$250.00 is due with your application. If you are registering within 30 days of the course start date, tuition payment in full is required to reserve your spot in the course. Tuition is payable by check (with driver's license number), Visa/MasterCard or cash.

If you cancel prior to February 24th, 2010, NOLS will retain a \$25 administrative fee. If you

cancel between February 24th, 2010 and March 23rd, 2010, NOLS will retain the \$250 deposit. There will be no refunds on or after March 24th, 2010. Tuition fees are not transferable to other courses or any person outside of your organization. A full refund will be given if we are forced to cancel the course for any reason.

Course Location

The Risk Management Training takes place at Seattle University in the Pigott Building, room 108. The course will run from 8:00am to 5:00pm, with a one-hour break for lunch each day.

Driving Directions: directions to the central visitors parking lot

SEATTLE UNIVERSITY

12th Avenue & E. Marion Lot

90 from I - 9 0

- From I-90 Westbound, take the I-5 northbound exit (Exit 2C).
- Head north on I-5 and take the James Street Exit (Exit 164A).
- At the light, turn right onto James Street.
- Continue along James Street until you reach 12th Avenue.
- Take a left onto 12th Avenue.
- At East Marion, turn left.
- The 12th and E. Marion Lot is located to your right.

520 from S R - 5 2 0

- Westbound, merge onto I-5 Southbound.
- Take the James Street Exit (Exit 165A).
- At the second light, turn left onto James Street.
- Continue along James Street until you reach 12th Avenue.
- Take a left onto 12th Avenue.
- At East Marion, turn Left.
- The 12th and E. Marion Lot is located to your right.

5 from I - 5 N O R T H B O U N D

- Head North on I-5 and take the James Street Exit (Exit 164A).
- At the light, turn right onto James Street.
- Continue along James Street until you reach 12th Avenue.
- Take a left onto 12th Avenue.
- At East Marion, turn left.
- The 12th and E. Marion Lot is located to your right.

5 from I - 5 S O U T H B O U N D

- Head South on I-5 and take the James Street Exit (Exit 165A).
- At the second light, turn left onto James Street.
- Continue along James Street until you reach 12th Avenue.
- Take a left onto 12th Avenue.
- At East Marion, turn left.
- The 12th and E. Marion Lot is located to your right.

Please note that rates for on-campus parking vary depending on length of stay.

Lodging

Seattle University is located near the downtown hotels. The Silver Cloud Inn-Broadway is located right across the street from the northern edge of campus. For more information about the Silver Cloud, please visit their website at www.silvercloud.com or by contacting the hotel directly at 206-324-1400 or their toll-free reservations hotline: 1-800-590-1801.

Meals

Below you will find information about area restaurants within 1 block of the Seattle University campus.



Area Restaurants

Immediate Vicinity

CAFÉ PRESSE
Parisian Bar & Café
1117 12th Avenue
206-709-7674
www.cafepresse.com

GINGERLIME
Vietnamese
732 12th Avenue
206-323-9030

NEW TOWN MARKET
Delicatessen
734 12th Avenue
206-720-5270

STUMPTOWN
Coffee
1115 12th Avenue
www.stumptowncoffee.com

TI AMO PIZZERIA
Pasta & Pizza
722 12th Avenue
206-883-9996

CAYENNE
Mexican/American
1100 Broadway
206-204-1188
www.cayennebarandgrill.com

LEMONGRASS
Vietnamese
514 12th Avenue
206-860-8164

STARBUCKS
Coffee & assorted foods
806 12th Avenue
206-328-2352
www.starbucks.com

SUBWAY
Sandwiches
806 12th Avenue
www.subway.com

YASUKO'S TERIYAKI
Japanese Teriyaki
530 Broadway
206-322-0123

For More Information contact NOLS Professional Training via phone 8-5 MST Monday-Friday (800) 710—NOLS, x.3, or via email: nolspro@nols.edu.

NOLS Risk Management Training Sample Agenda

Day 1

Introduction, Goals and Objectives

Definition and History of Risk Management at NOLS

Risk Management Oversight

Core Curriculum

Administrative Process

- Marketing
- Participant Materials
- Medical Screening
- Insurance
- Contracts
- Risk Management Reviews

Field Staff Training and Development

- Employee Policies and Procedures
- Staff Qualifications, Hiring Screening
- Staff Training/Accepted Field Practices
- Staff Evaluation

Day 2

Field Support Services

- Equipment
- Transportation
- Medical Treatment
- Emergency Response Plans
- Crisis and Media Plans

Incident/Program Review Exercise

Action Planning for your Organization

Evaluations and Conclusion