









## Role Clarity Exercise

<b>Exercise instructions:</b> For the following hypothetical situations, place a <b>STAR</b> in the box that represents the primary decision maker in your organization, and a <b>CHECK</b> the boxes that represent other people who your organization expects to be part of the decision.	Trip Leader	Assistant Trip Leader	Administrator	Manager	Medical
<b>Evacuation</b> of a student/participant due to signs and symptoms of a head injury					
<b>Expulsion</b> of a student after he or she is found snorting another student's Adderall (ADHD medication)					
Changing an intended <b>campsite</b> because the group is moving slowly due to an ankle sprain					
Retreating from a mountain pass due to <b>threat of lightning</b>					
<b>Promotion</b> or rehire of an assistant instructor					
<b>Hiring a contractor</b> to take students horseback riding during an international semester abroad					

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## Action Plan

Outline three measurable improvements to your staff training systems that you plan to implement in the next 6-12 months.

1.

2.

3.

### Examples:

1. Make case studies available to staff of serious incidents that have occurred in the type of terrain they will lead trips.
2. Establish a routine method to record and discuss near misses or incidents after each trip.
3. Identify areas in which decision making roles are not clearly defined pertaining to risk management systems.