



## Troop 202 Adult Position – Outings Coordinator

Position: Outings Coordinator

Incumbent: Mr. Kob

- Key Tasks:
- Complete and maintain current Safeguarding Youth training and Diocese Protocol training.
  - Participate actively in troop meetings and outings.
  - Mentor adult outing planners on the troop outing planning process and reinforce use of the steps outlined in the Adult Outing Planning Workbook.
  - Conduct regular meetings of the Outings Committee comprised of adult planners for the current planning year. Review status and potential issues for upcoming outings.
  - Maintain a file of useful information for future outing planning.
  - Collect and check the Outing Safety Checklist for each outing before departure.
  - Work with adult and youth outing planners to critique each event for future improvement.
  - Collaborate with other troop adults who administer safety checks: health forms, adult registration and training, liability releases.