

The Mountaineers

Policy Manual

Global Adventures

General Statement

It is the policy of the board that organization-sponsored Global Adventures operate under consistent organization-wide rules and guidelines.

Global Adventure Defined

Any organization-sponsored Global Adventure available to all qualified members which meets the following criteria:

North American

- Any non-course related, pre-paid multi-day trip in North America.

International

- Any trip leaving North America.

Exchange

- Host/visit members of foreign outdoors organizations.

Purpose

To encourage, facilitate and ensure safely led and soundly financed Global Adventures while extending to the world the purpose of The Mountaineers: "To explore, study, preserve, and enjoy the natural beauty of the Pacific Northwest and beyond."

Activities

Should be relevant to Mountaineers activities. Cultural experiences are encouraged. Joint activities with other outdoor recreation and conservation organizations are encouraged.

Organization Rules and Climbing Code

Organization rules, club-wide minimum standards and climbing code shall be adhered to as appropriate. Activities shall follow guidelines of relevant activity committees.

Global Adventure Proposal

A potential leader shall submit a comprehensive trip proposal to the Global Adventures Committee Chairperson along with a statement of qualifications.

The proposal shall follow Global Adventures Committee guidelines.

Global Adventures Committee

The Global Adventures Committee shall consider a proposal's cost, dates, location and activities in order to ensure a safe, financially responsible and diversified program.

Approval

The Global Adventures Committee may approve the proposal with or without modifications, or reject the proposal. A Global Adventure must follow the current Global Adventures Policy and Procedures manual and be approved by the Global Adventures Committee.

Marketing

Announcements shall include total price, deposit amount and due dates, cancellation policy, club administrative fee, participant qualifications, degree of difficulty, description and whether any leader expenses are borne by participants. Anticipated expenses not included shall be also stated.

Leadership

Leaders must be on the leaders list of a relevant activity committee.

Licensed travel agents shall not lead more than one (1) Global Adventure in a calendar year.

**Participation
Criteria**

Must be technically and physically qualified for the particular trip;

Shall be current members of The Mountaineers with liability waivers on file at the Program Center;

All course requirements must be met at the time of registration;

The leader shall make the final decision whether or not to accept a participant.

Youth

When youth are accepted in Global Adventures Activities, programs must follow Mountaineers Youth & Family Board Policies.

Parents

Parents or legal guardians shall supervise their children at all times and have primary responsibility for their children.

Part-time Participation

Part-time participation shall be at the discretion of the leader.

**Financial Arrangements
Board Policy**

The Global Adventures program shall be self-supporting and all expenses of a specific trip are to be paid by the participants as presented in the proposal.

An Administration Expense charge for Mountaineer staff services shall be included in the price of an outing to cover the cost of these services.

Participants shall be notified in advance if the price includes some leader expenses.

Accounting Role

Collection of monies shall be by the Accounting Department.

Disbursements of monies and handling of accounts by the Accounting Department shall be under the authorization of the Global Adventures chair or assigned designee.

Contracts

Contracts to be signed by the leader require prior approval of the Chief Executive Officer or designated officer of the Organization.

Cancellation

An administration fee as well as non-recoverable expenses shall be assessed each person canceling a reservation. The fee will be remanded to the Mountaineers.

Insurance

Liability Insurance

Guide or trekking services must show assurance of liability insurance.

Medical Insurance

The leader shall require participants to have an adequate insurance policy covering sickness, accidents and evacuation. Participants are responsible for notifying their insurance company in the event of an emergency.

Governance

The Global Adventures Committee shall report to the Branch Leadership Council.