

**HBG Outings Committee**  
By Ron Shrieves 11/15/2018

1. This Committee has as its members all the currently qualified outings leaders. The purpose of the outings program is to engender in participants an appreciation of the out-of-doors and a desire to preserve the natural environment. Many of our most active members are recruited through the outings program.
2. Completing the Outings Calendar.
  - Our tradition has been to “convene” the committee of leaders by email in early December with a request for outings proposals for the coming outings year (traditionally the 12 months from March 1 through the following February).
  - The objective is to be in a position to publish an Outings Calendar for that 12-month period by the first week of February (at least 3-weeks prior to the first outing in the outings year).
  - Following the initial request, the Outings Chair begins an iterative process of back-and-forth with the leaders to resolve date conflicts, and to space outings appropriately through the year with a minimum of one outing per month.
  - Traditionally, we have had an average of about 3 outings per month, though spring and fall outings are more prevalent on the calendar than winter and summer outings.
  - The management of the iterative process is primarily the role of the Chair, but obviously depends upon cooperation of all the leaders, as changing of dates or exchanging of dates of various outings is always an issue.
  - The final version of the Calendar is available from the “Outings” tab of the HBG website, which also is updated as may be required to remain current and functional.
  - Of course, outings will occasionally have to be cancelled or rescheduled, and new outings can be added during the year as desired.
3. Publicizing outings.
  - In addition to placing the calendar document online with a link to it from the Outings Tab of the HBG website, the Outings Chair cause the outings event descriptions to be entered on the Knoxville Outdoors website, usually by providing a copy to Elle Colquitt at Legacy Parks Foundation, and
  - By entering the outings descriptions in the Sierra Club “Campfire” database.
  - By providing the Tennes-Sierran with outings descriptions appropriate for each issue. Ditto for the HBG e-newsletter.
4. Outings Leader Recruitment and Training.
  - Never miss an opportunity to recruit a good leader!
  - The outings Chair or a designated outings leader will ensure that all prospective leaders are made aware of training requirements and that they avail themselves of the training tools provided on the Sierra Club Outings Leader web-based training platform, and that
  - leaders maintain their qualifications. This is facilitated by a Sierra Club “Leaders” database which tracks qualifications.