

# Agenda - January Advisor Briefing

## Administrative (crew) - Contingent Executive and Contingent Administrator (at back of room before or after briefing)

- Review Crew Roster-make any necessary changes
- Review financial status of all crew members
- Confirm Lead (contact) Advisor and e-mail addresses
- Review status of any [adventureship](#) applications
- Submit [Watchu Nameplates for Advisors Form](#)
- Return Watchu Mountain Outfitters [Order Forms](#) - last chance to submit with "Hikers' Dozen" discounts

## Opening ceremony and remarks

### Advisors Report - Progress to Date

- [Advisor Quiz](#) - self-evaluation of crew progress
- How is your crew shaping up? Do you need any help?
- Review status of [Wilderness First Aid/CPR](#), [Safe Swim Defense](#), [Safety Afloat](#), Colorado Tour ([Blue Sky Adventures](#)) [Release](#), and [Rafting Permission](#)
- Information status - [Watchu Grams](#), Watchu Experience Web site, [Crew Member Guide](#), [Advisor Guide](#)

### Trail Planning, Phase II

- "Selecting a Great Trek"

### Crew Development

- Review [Sample Crew Development Calendar](#)
- 50 Miler Service Project - 3 hours Philmont, 7 Hours elsewhere
- Discuss crew leadership positions
  - [Crew Leader's Orientation](#)
  - [Philmont Chaplain Aide](#)
  - [Crew Reporter Orientation](#)
  - [Wilderness Pledge \*Guia\* \(Guide\) Orientation](#)
- Discuss [Watchu Wilderness Pledge](#)
- Discuss *Scouting Magazine* ["Fit for the Trail"](#) article
- Discuss [Philmont Medical Form - Examples and Tips](#)
- Discuss [Philmont Trail Meals](#) - identify food issues now
- Review [Watchu Passport](#) and Watchu Mountain Adventure [Fast Pass](#) check-in
- Discuss [Airline Ticket Information](#) required by TSA regulations

### Celebrate the Tour Advisor Corps

- Introduce, present staff hang tag

- **Trail Planning Phase III**

**"Online Trek Selection Process"**

- Initial e-mailing with information for online registration
- Philmont Gateway Roster setup
- Package arrives from Philmont (About Feb 15)
- Philmont [2017 Philmont Itinerary Guide](#)- one per crew
- Philmont [2017 Guidebook to Adventure](#)- one per crew member
- Online itinerary selection (March 13<sup>th</sup> for 628 crews)
- Advisor questions concerning Philmont package?

**Equipment - what to bring and what Philmont provides**

- Review Personal and Crew Equipment lists from the [2017 Guidebook to Adventure](#)

**Homework**

- Recruit additional crew members if your crew is not full with 12 members
- Complete and submit [Airline Ticketing Information](#) form by deadline
- Complete Watchu Passport items as possible
- When trek is selected communicate the number to Chief Watchu

**March Briefing preview**

- Where to hike locally
- GPS Presentation
- The [Watchu Mountain Adventure](#) and Fast Pass Check-in

**Questions, comments, suggestions, and concerns**

**Benediction**

**Service Project - break down / clean up room**