



Head Dame Position Description

Head Dames promise to uphold and maintain all Trail Dames policies and procedure as follows:

1. Be CPR certified.
2. Be First Aid trained. (Wilderness First Aid recommended)
3. Lead at least 1 hike per month.
4. Keep chapter compliant with Trail Dame policies.
5. Organize quarterly meetings with their chapter Hike (Event) Leaders.
6. Recruit members, volunteer leaders, and oversee their activities and functions.
7. Support the National Trail Dame organization by promoting membership in their communities.
8. Attend National meetings/retreats/training sessions when available.
9. Provide periodic reports to National Organization on activities, membership, and volunteer hours/events.
10. Enforce membership dues amongst members.
11. Make safety your priority during events.
12. Remember that you are not hiking YOUR hike, you are hiking the hike of the slowest member of your group.
13. Maintain your chapter's Meetup pages.
14. Respond to your members in a timely manner.
15. Have the personal resources to pay for your food, lodging, or gas that may be used at events. Most will not be reimbursed by the organization but may be tax deductible (check with your own accountant).
16. Oversee all Chapter activities and ensure proper planning, coordination, implementation, and reporting.
17. Agree not to use any members contact information for personal business or future ventures outside of Trail Dames (or to share with anyone outside of the TD leadership team).
18. Promise to recruit and train a Co-organizer who will be able to step in and assume the leadership of the chapter in case you leave the organization.
19. Sign the Trail Dames Organizer/Head Dame legal contract.