Supervised Work Experience Record

To be filled out by Assistant Guide and checked by supervising guide

| Name: | Date(s): |
| --- | --- |
| Supervising Guide: |
| Operation: |
| Trip/area: |

## Pre-trip Briefing

| Date: |  |
| --- | --- |
| Objectives: |  |
| Contingencies: |  |
| Client assessment: |  |
| Other: |  |

##

## Daily Log

| **Date** |  | **Quality Supervised day** | **Direct/ Indirect** |
| --- | --- | --- | --- |
|  | Wx summary:Snowpack summary:Hazard Analysis:Activity: |  |  |
|  | Wx summary:Snowpack summary:Hazard Analysis:Activity: |  |  |
|  | Wx summary:Snowpack summary:Hazard Analysis:Activity: |  |  |
|  | Wx summary:Snowpack summary:Hazard Analysis:Activity: |  |  |

## Debrief

| Did the activity go according to plan: |  |
| --- | --- |
| When/where were you most at risk: |  |
| What went well: |  |
| Improvements: |  |
| What would you do differently: |  |

| Supervising guide comments: |  |
| --- | --- |
| Supervising guide signature: |  | Date: |  |

## Quality Supervised Days

For work days to be eligible to count as prerequisite guiding days for NZMGA courses, they must be recognised by the Training Officer as Quality Supervised Days. These are days when Guides are in the field actively guiding or instructing. Hut days on mountaineering trips, film safety work, travel days, and non-flying heli ski days are not acceptable as guiding days.

## Supervising Guide’s Responsibilities

* Supervising Guides should endeavour to create an environment where Assistant Guides can further their skills and experience without undue pressures or responsibilities;
* They should ensure that tasks assigned to Assistant Guides are appropriate to their personal abilities, level of training and experience;
* They should give consideration to factors such as objective hazards, access, good communication, and, should rescue be required, rapid response.