

Sunday Leaders Tasks

Leader communications :

The preferred method of communication between leaders is WhatsApp. A chat group is set up for each Sunday destination up by the Rambles secretary. This can be found within the Wirral Ramblers Community. All the leaders and the coach booking officer are added to the group. Any other member can join the group if they so wish.

The Coach Route Coordinator - CRC - (formerly know as the leader leader) appears in red on the program and the WhatsApp group will confirm this. He/she is selected by the Ramble Secretary from the list of leaders who has expressed willing to take on this task

All leaders:

- before walk day, preferably at least 4 weeks in advance in order that all walk leaders are able to plan their walks, make any request to the lead leader for alteration of the preferred coach route
- before walk day, to inform the lead leader of any drop off point if doing a linear walk
- on walk day, to come to the front of the coach in good time to guide the driver to their drop off point if doing a linear walk

D leader:

- before walk day, check coach routes information on refreshment facilities particularly any action required e.g. booking parking space at facilities' premises.
- before walk day, check that there are still adequate refreshment facilities at the destination and opening hours are appropriate
- all leaders can contribute to this task and share information via the WhatsApp group for that day

Coach Route Coordinator (CRC)

- before walk day, check coach routes archive for information on coach routes, comfort stop and coach parking
- before walk day, decide on coach route having taken into account any drop off request(s)
- before walk day, check that coach route, comfort stop (if appropriate) and coach parking are still adequate
- on walk day, communicate parking information to driver and other leaders
- on walk day, comes to front of coach in good time to guide the driver to the destination parking space

- by Thursday evening prior to the walk enter the coach route on the relevant WhatsApp group so the CBO can give this to the coach company on Friday morning

Coach Booking Officer (CBO):

- before walk day, brief the coach company on coach route, drop offs and comfort stop (where appropriate)
- on walk day, brief the driver on coach route, drop offs and comfort stop (where appropriate)

Other Circumstances:

If intending to drop their party off before the destination then

- before walk day, CRC delegates guiding the driver to the destination parking space to another leader

If a novice leader finds themselves tasked with a coach duty then both the novice leader and the other leaders proactively contact one another to resolve any issues

If extreme weather conditions are forecast then

- before walk day, CBO (or deputy) liaises with other leaders whether to go ahead (see Extreme Weather Protocol on the website)