



Name: _____ Date: _____

High Team Challenge Course (HTC) Staff Competency Checklist

Qualified as:	VOLT Initials & Date	CORE Initials & Date	Qualified as:	VOLT Initials & Date	CORE Initials & Date
Apprentice/Shadowed Program(s)			Rescue Qualified		
Course Monitor			Dynamic Elements Belay		
Ground Staff			Lead Staff: Giant's Swing		
Zip Platform Qualified			Lead Staff: Odyssey and Iliad		

HTC Qualifications	VOLT Initials & Date	Senior staff Initials & Date	CORE Initials & Date
Has read the HTC Manual for the Odyssey and the Iliad courses <i>(All Manuals on Venture's website, http://venture.uncc.edu/staff-manuals)</i>			
Able to explain Venture's mission, values and philosophy, including Challenge By Choice			
Been through the Venture HTC as a participant			
Able to traverse the course like a "silent ninja" when participants / staff also on course			

HTC Course Monitor (apprentice)	VOLT Initials & Date	Senior staff Initials & Date	CORE Initials & Date
Capable of providing an environment that promotes physical, social, emotional & cultural safety			
Understands how his/her presence and behavior affects individual and group behavior			
Demonstrated maturity and alertness while participants going thru course			
Good observation skills & awareness of current & adjacent elements			
Good communication skills to the participants and to the Venture staff			
Demonstrated safe self static-system transfer using appropriate commands			
Demonstrated safe participant static-system transfer			
Able to appropriately coach participants on adjacent elements			
Able to perform ongoing assessment of individuals and self and makes appropriate adaptations, adjusting the level and complexity of challenges			
Aware of double unclip concern and what to look for to help prevent			
Qualified as Course Monitor	Date:	Approved by: (CORE staff)	



Name: _____ Date: _____

Ground Staff	Volt Initials & Date	Senior Staff Initials & Date	CORE Initials & Date
Able to inspect and assess condition of course elements, props and natural environment			
Able to introduce safety equipment and get participants properly suited up			
Demonstrated efficient and effective ground school / practice area talk – including making participants aware of importance of no unclips			
Able to do the pre-program inspection of course			
Know how to lower and raise entrance nets			
Ability to appropriately coach participants on both lowest level elements			
Able to perform back up belay during rescue lowers, and guide patient thru cables			
Able to explain to and assist participants exiting zip line			
Able to debrief individuals/pods as they reach ground			
Knows how to inspect, put equipment away			
Able to perform course closing procedures			
Able to explain all responsibilities of ground staff			
Able to describe Venture weather policies			
Able to explain emergency protocol, and ground staff's role			
Has UNC police # programed in phone 704.687.2200			
Ground Apprenticeship (acting) group _____,			
Qualified as Ground Staff	Date: _____	Approved by: (CORE staff)	

Zip Qualifications	Volt Initials & Date	Senior Staff Initials & Date	CORE Initials & Date
Able to inspect Zip line components: Air pressure, pneumatic fittings, zip cables, pulleys			
Has set-up Zip line pulleys			
Conducted briefing, transfer to and sending participants off zip			
Able to explain possible complex rescues from zip			
Demonstrates an assisted zip platform rescue (as if a participant)			
First Apprenticeship (observe)			
Second Apprenticeship: (Acting)			
Notes / Observations:			
Qualified as Zip Staff:	Date: _____	Approved by: (CORE staff)	



Name: _____ Date: _____

HTC Rescue Qualifications		Volt Initials & Date	Lead Staff Initials & Date	CORE Initials & Date
Can Explain responsibilities of Rescue Staff				
Ability to perform a self-rescue: knowledge and physical ability				
Demonstrated coaching participant in regaining course				
Demonstrated physically assisting participant in regaining course				
Demonstrate properly tied and dressed knots: _____ figure eight _____ follow-through _____ Figure eight on bight				
Demonstrated staff rappel out of platform				
Demonstrated inspection and set up of rescue bags				
Demonstrated comfortability moving quickly through all elements and hanging in the course wherever and however necessary				
Conducted four rescue lowers. 2 from each level of Odyssey and 2 from each level of Iliad				
Can talk through how to conduct a cut-away rescue				
Conducted an efficient lower with ‘unconscious’ participants – in a timely manner				
Notes / Observations:				
Qualified as Rescue Staff:	Date:	Approved by: (CORE staff)		

Giant’s Swing Qualifications		Volt Initials & Date	Lead Staff Initials & Date	CORE Initials & Date
Able to inspect Giant’s Swing components				
Able to set up and put away the Giant’s Swing without assistance				
Conducted briefing to all participants using Giants Swing				
Able to explain participant going on swing, the “release system”				
Apprenticeship: (Acting)				
Qualified as Giants Swing Staff:	Date:	Approved by: (CORE staff)		

Dynamic Element Qualifications		Volt Initials & Date	Lead Staff Initials & Date	CORE Initials & Date
Able to inspect the Dynamic Elements and the components				
Able to set up and put away the Dynamic Elements without assistance				
Able to belay to the standards of Venture’s protocols				
Able to coach participants across the elements				
Able to coach participants and back up belayers to assist appropriately as needed.				
Capable of maintaining belaying control if lifted from the ground				
Qualified as Belayer Staff:	Date:	Approved by: (CORE staff)		



Name: _____ Date: _____

HTC Lead Staff Qualifications (all previous sections required)		Volt Initials & Date	Senior Staff Initials & Date	CORE Initials & Date
Can explain all pre / post program responsibilities, staff / client ratio, waiver, med screening etc.				
One semester experience as Venture Zip or Rescue qualified				
Solid working knowledge and experience with ropes systems including belays, rappels				
Able to perform initial general assessment of individuals and groups physical abilities and behavior, ie. medical screening, group dynamics, environmental and program preparedness				
Able to explain when and demonstrate proper chest harness use				
Demonstrated good judgment on course				
Able to conduct activities according to Venture's philosophy, policies and procedures. Ability to lead/manage a program (both the technical and the people skills)				
Recognizes inherent risks & continually assesses hazards and adjusts program accordingly (based on course, weather, individual, group or staffing concerns)				
Excellent observation skills, able to monitor entire course - able to focus on own area of responsibility and entire group as well as details needed for responsibilities as lead staff				
Demonstrates good leadership, supervision skills, judgment, and maturity consistent with responsibilities to provide for the welfare and enjoyment of the entire group. Instills confidence				
Able to assign staff to appropriate course roles based on their skill and program needs				
Can conduct a large group program orientation: nature of program, inherent risks, behavioral norms, program objectives, comfort zone, challenge by choice, etc.				
Can design and lead a final debrief/large group closing				
Conduct a post-program evaluation with staff				
First Apprenticeship (acting senior)				
Final Apprenticeship: (acting senior)				
Notes / Observations:				
Qualified as Senior Staff:		Date:	Approved by: (CORE staff)	