

**BALTIMORE SKI CLUB**  
Information for  
TRIP LEADER APPLICANTS

Revision date: 2/21/23

2023/2024

**Thank you** for your interest in becoming a ski trip leader for the Baltimore Ski Club, Inc. The selection of leaders is made by the Trips Committee from eligible applicants based on evaluation of your completed application form. Important factors in this evaluation include (1) the history of the applicant's participation and active involvement in the BSC during the five years (maximum) preceding the season under consideration and (2) the applicant's prior experience, record, and relations with the BSC. Other parameters affecting eligibility include but are not limited to the following:

- ⊗ Applicant should be a current BSC member in good standing for at least one full season
- ⊗ All leader and assistant applicants must go on a BSC trip as a paying participant at least once every 3 years.
- ⊗ Applicant for the trip leader position must have served as an assistant on a BSC trip.
  - If needed, applicants on "sit-out" year may be requested to fill vacant positions
- ⊗ Applications will be considered from persons who have led or assisted on trips for the past two consecutive years in addition to new qualified candidates. Experienced leaders during a (sit-out) year are encouraged to submit an application. However, upon review by the Trips Committee, they may be on standby status and would serve as needed, pending placement of other potential applicants deemed qualified for that year. Applicants asked to lead or assist on their sit-out year will still be considered as having sat out their year.
- ⊗ Applicants may not lead or assist a BSC ski trip if leading or assisting for another club.
- ⊗ Applicants should only lead one BSC ski trip in the same ski season.
- ⊗ Applicants chosen for assistant leader positions will not automatically ascend to leader position should the trip leader withdraw prior to trip departure or automatically be deemed qualified for a leader position the following year.
- ⊗ The spouse or significant other of a leader cannot be selected as assistant leader for the same trip.
- ⊗ Applicants must be accessible by "local" telephone number, cell phone and e-mail.
  
- ⊗ Applicants **must** agree and attend a trip leader training meeting. The general membership meeting is a 'must attend' commitment until the trip departs with few if any exceptions.
- ⊗ Leaders and assistants must represent the club in a positive manner to all internal and external parties and follow all BSC policies, procedures, guidelines and directives. Failure to do so may result in being removed as leader or assistant
- ⊗ The leader or assistant leader who resigns from a trip after September 1st may be deemed to have served for that season and will be responsible for any non-recoverable costs.
- ⊗ Financial records for a trip must be submitted within 30 days of the actual return trip date. Slightly incomplete records are acceptable to meet this requirement. Failure to meet this schedule or to provide complete reports may affect an applicant's future evaluation.
- ⊗ Gross administrative or accounting negligence by a leader resulting in financial loss to the club is the responsibility of the leader and may result in reduced compensation
- ⊗ All trip information is the proprietary property of the BSC and must not be shared with other organizations or clubs.
  - Candidates **must** have computer access and have a working knowledge of Excel and Word and the ability to send and receive email.

If you have any questions, contact BSC Trips Director: Dave Karczmarek  
**Mail your completed form to:** Dave Karczmarek, 3805 Federal Lane, Abingdon, MD 21009

or email your completed form to: [bscdavek@gmail.com](mailto:bscdavek@gmail.com)  
Please send an email confirming whether you applied via email or mailed a hard copy.

**ALL APPLICATIONS MUST BE RECEIVED BY April 15<sup>th</sup>, 2023**

*Thanks for applying, getting involved and supporting the club!*

**BALTIMORE SKI CLUB – TRIP LEADER APPLICATION**

**Applying for 2024 Ski Season**

**Date Due: April 15<sup>th</sup>, 2023**

Revision Date: 2/21/23

2023/2024

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Work phone: \_\_\_\_\_ Ext: \_\_\_\_\_  
E-mail \_\_\_\_\_

BSC member since: \_\_\_\_\_  
Home phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

**Check only one of the following:**

Applying for Leader position: \_\_\_\_\_ Applying for Assistant Leader position: \_\_\_\_\_ **Sit out year Y/N** \_\_\_\_\_  
If not selected for your first choice, are you willing to fill other trip positions as needed by the club in the coming season? Y \_\_\_ N \_\_\_

**Please read 'Information for Trip Leader Applicants' on the previous page.** The completed application should be sent to the Trips Director by the due date. A response is expected for each item. Use another sheet of paper or computer output for submission (with your name on each page) if necessary. Information provided is to be based on the past five years only. Legibility is very important.

**1) List your history of club service, including committee work, offices held, level of involvement and accomplishments, etc. but excluding trip leadership activity. LAST FIVE YEARS ONLY.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2) During the last 5 years list the BSC trips you have led or assisted, the year, and your position.**

(Example: 2016-Vail-L / 2015-Aspen-A)

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**3) Are you also applying for a leader or assistant position with another club this ski season? Y \_\_\_\_\_ N \_\_\_\_\_**

**4) Trips you have led or assisted with other clubs or on your own w/10+ people in the last 5 years. N/A: \_\_\_\_\_**

**Note either own or other club) (Example: 2017-Snowbird-own/ 2016-Vail-Oclub)**

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**5) What other BSC ski trips have you been on during the last three years that you did not lead or assist?**

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**6) Excluding ski trips & general meetings what other trips or events have you attended or run in the last 5 years?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**7) How many club meetings have you attended within the last year? \_\_\_\_\_**

**8) Financial capabilities: Describe your experience in keeping and completing detailed financial records:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**9) Please list the dates you would be unavailable to lead or assist next season (you will not be offered a trip during this period):**

\_\_\_\_\_

**10) What other personal characteristics and skills do you believe will best enhance your ability to successfully promote, sell and lead a trip for the Baltimore Ski Club?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_