



## ROPE Program Deer Hill Expeditions

### Deadlines to Submit Application

- Return Staff: Before season begins
- New Staff: Prior to receiving second contract

### Recognition of Professional Experience (ROPE)

In order to recognize professional experiences that our instructors receive at other organizations, and as a way to recruit and retain people who have significant time in the field, Deer Hill Expeditions (DHE) has a ROPE program. We believe that the work and training that staff receive with comparable organizations benefits DHE. We offer this program as a means for instructors to earn credit towards higher DHE pay levels using field days accumulated at other outfits.

A maximum of 50 ROPE days, (100 days acquired with another institution), can be applied to an individual's wages. All other time must be earned at DHE.

### Qualifications

ROPE credit will only be considered for experiences that meet ALL of the following qualifications:

Days must have been...

- Gained during overnight trips of at least 4 days in length.
- On self-supported *wilderness* trips (not facility-based, outdoor centers, challenge courses, etc.). field time (not briefing, debriefing, or travel days).
- For employed and paid work as an instructor/guide/leader position. No credit will be awarded for "peer" leadership work as in college outdoor club outings or expeditions with friends.

Note: Running road shows during which other guides lead the adventure elements does not count for ROPE credit (for example, "leading" a 6-day river trip guided by O.A.R.S.).

### Considerations

ROPE time will be considered after the completion of one DHE contract (your initial contract will be worked at the first pay level). New instructors may submit ROPE requests when hired for their second contract. Existing DHE field staff may submit a request for ROPE credit once a year. The form for ROPE days will be included with the returning staff application and credit applied for contract worked the following year.

### Transference to DHE Pay scale

The staff manager will evaluate all requests. ROPE credit will be granted at a rate of 50% of approved days accumulated at other organizations (e.g. 30 days working for NOLS may earn you 15 days at DHE). Days accumulated elsewhere at a level comparable to our Program Leader (PL) position will apply to the PL pay. Days at a position comparable to our Instructor (IN) position will apply to the "IN" level pay.

### Submissions

Please submit your request on the ROPE Credit Application via email to the Staff Manager. For Returning Field Staff, requests are due by December 15<sup>th</sup> for the upcoming season. For New Field Staff, requests are due upon initial hiring. Field staff are required to complete all sections of the form, including contact information for other companies.



**Cap on ROPE Credit**

A maximum of 50 ROPE days, (100 days acquired with another institution), can be applied to an individual's wages. All other time must be earned at DHE.

**ROPE Credit Application**

Before filling out this form, be sure that your submissions meet all of the requirements outlined in the instructions. If you need more room, continue on another sheet of paper. Please contact the Staff Manager with questions.

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Submitted ROPE Application Prior? YES/NO

<b>Days Requested</b>	<b>Company</b> Contact Name Contact Phone	<b>Your Role</b> (PL, IN, AI)	<b>Brief Description</b> Include job responsibilities, total length of trip and participants.
<i>Example:</i>  50 NOLS days: 25 DHE days	<i>National Outdoor Leadership School Anna Gast Phone: 307-111-1111</i>	<i>Program Leader</i>	<i>Worked as program leader for two, twenty-five day wilderness expeditions. Led adults on multiple peak ascents in Himalayas. Managed technical mountaineering for group of ten.</i>