

## How to run Leave No Trace (LNT) Awareness Workshops

### What is an Awareness Workshop?

An Awareness Workshop is any formal LNT presentation that is one-day or less in length. These presentations can include a wide variety of programs ranging from a 30-minute chat to a full-day workshop.

### Can organizations sponsor or offer Awareness Workshops?

Yes. Organizations are encouraged to offer and/or sponsor Awareness Workshops. Organizations wishing to offer workshops must:

- Assure that staff who function as Leave No Trace Canada (LNTC) instructors or co-instructors are appropriately trained in outdoor leadership/instruction skills and basic first aid and CPR.
- Follow the "Core Components for Awareness Workshop Curriculum," and additional Guidelines for courses outlined below, in any Awareness Workshop.

### Can individuals offer Awareness Workshops?

Yes. Individuals who have successfully completed the 5-day Master Educator or the 2-day LNTC Trainer course are able to conduct Awareness Workshops.

However, others who are familiar with LNTC but have received no formal LNTC training are also encouraged to conduct Awareness Workshops. Although Master Educators, Trainers and/or others do not need to be affiliated with an organization to offer Awareness Workshops, individual Masters, Trainers and/or others are strongly encouraged to be individual members of LNTC (for more information contact LNTC at 1-877-238-9343) and follow the Guidelines included here.

### Are there formal Training Guidelines for Awareness Workshops?

Yes. The LNTC Training Guidelines can be found online at [www.leavenotrace.ca](http://www.leavenotrace.ca).

### What needs to be covered in an Awareness Workshop?

Because Awareness Workshops are shorter, less comprehensive and less expensive to conduct than a Master Educator or Trainer course, they're great for the general public, Scout leaders, camp staff, trip leaders, educators or anyone who enjoys spending time in the out-of-doors. They can also easily be geared towards children. Like Master Educator and Trainer courses, Awareness Workshops need to emphasize skills and techniques essential to Leave No Trace. Experiential training – learning through experience, i.e. digging a cathole rather than just talking about it – in an outdoor setting is highly encouraged.

LNTC courses, including Awareness Workshops, do not teach basic travel, camping or other outdoor skills, nor do they provide outdoor instructor certification. At a minimum, participants of an Awareness Workshop should be introduced to the seven Leave No Trace principles as well as the mission of LNTC.

**LNTC's mission is** to, in both official languages, promote and inspire responsible outdoor recreation through education, research and partnerships. The LNTC program is focused specifically on non-motorized recreation.

In addition, the following topics should be included, time-permitting:

- ✓ Overview of the LNTC program, including information on the Frontcountry program if applicable.
- ✓ The role and function of Master Educators and Trainers.
- ✓ The role and function of LNTC.
- ✓ Overview of the LNTC website and all available resources.

151 Boulevard Sainte-Rose, Laval, Québec, H7L 1L2  
Phone : 1-877-238-9343 Fax : 1-450-661-3884  
[www.leavenotrace.ca](http://www.leavenotrace.ca) / [info@leavenotrace.ca](mailto:info@leavenotrace.ca)

- ✓ Overview of how individuals and organizations can join and support LNTC.

### **If I'm not a LNTC Master Educator or Trainer, how can I become familiar with LNTC?**

The easiest way to become familiar with LNTC is to visit [www.leavenotrace.ca](http://www.leavenotrace.ca). There is a wealth of information about LNTC on the site, which can easily be passed on to others. Remember, Leave No Trace is not rocket science! In its simplest form it's a pragmatic approach to responsible outdoor recreation that teaches the skills necessary to minimize human-caused recreational impacts.

### **Where can I get materials, teaching ideas, activities, and other resources?**

It is strongly encouraged that LNTC materials be used in all workshops regardless of the length or type of training. The following is a list of resources for facilitating Awareness Workshops:

- ✓ **LNTC PowerPoint presentation** – available for free from LNTC.
- ✓ **Teaching resources and teaching activities** – available for free from the Leave No Trace Center's website: <http://lnt.org/training/resources/index.html>
- ✓ If additional materials are needed but no funding is available, consider applying for a **Tools for Teaching Fund Grant**. For more information on the Tools for Teaching Fund, visit: <http://www.lnt.org/programs/grants/index.html>
- ✓ There are many **resources that are available for purchase** from LNTC. [info@leavenotrace.ca](mailto:info@leavenotrace.ca)
- ✓ The **PEAK** (Promoting Environmental Awareness in Kids) program is perfect for Awareness Workshops that are geared for children age 5-12 or teenagers age 13-18. PEAK packs can be purchased from LNTC.

### **What might a one-hour Awareness Workshop look like?**

A one-hour workshop, depending on the audience, usually lends itself well to either a PowerPoint presentation or outside activities. Generally it's best to introduce the idea of Leave No Trace, cover the principles and then, time permitting, demonstrate some of the skills: show proper gear for a day hike, backpacking trip, kayak trip, car camping trip, etc.; show how to properly store food; dig a cathole; set up a mock campsite that demonstrates good Leave No Trace behaviour and practices, etc.

### **What might a half-day Awareness Workshop look like?**

If you're working with teenagers or adults consider:

- ✓ *9am – Welcome and introductions*
- ✓ *9:30am – Introduce the principles either through an activity or a PowerPoint presentation*
- ✓ *10am – Discuss the Center, Master Educators, Trainers, the mission, etc.*
- ✓ *10:30am – Put the principles into action through demonstrations, skits, role-play, etc.*
- ✓ *Noon – Wrap-up.*

### **What about a full-day workshop?**

If you're working with teenagers or adults consider:

*9am – Welcome and introductions*

*9:30am – Introduce the principles either through an activity or a PowerPoint presentation*

- ✓ *10am – Discuss the Center, Master Educators, Trainers, the mission, etc.*
- ✓ *11:00am – Discuss all available resources, programs and how people can get involved*
- ✓ *Noon – Lunch*
- ✓ *1pm – Put the principles into action through demonstrations, skits, role-play, etc.*
- ✓ *4pm – Wrap-up*

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## **What if I'm working with children?**

If you're providing workshops for children, keep the following in mind:

- ✓ Keep it fun! Most kids won't enjoy and will have trouble sitting through a PowerPoint presentation.
- ✓ Activities are best for kids. Get them up, out and active.
- ✓ Use terminology that kids will understand.
- ✓ Make it relevant to the activities they're going to be engaging in, i.e. don't talk about Leave No Trace for mountaineering if they're going on a day hike.
- ✓ Let kids know that leaving no trace is easy and that it is not a set of rules and regulations.
- ✓ Help them understand the overall need for Leave No Trace and how they can make a difference.
- ✓ Use the activities found in a PEAK pack.

## **What if I need help?**

Contact LNTC. The staff will be able to give you suggestions, ideas or point you in the direction of another Trainer or Master Educator.

## **Do I need to register workshops with LNTC?**

There is no need to pre-register your workshops. However, LNTC will gladly post any upcoming workshops on the LNTC website or newsletter if the workshop is open to the general public.

## **Once completed, do I need to report my workshops to LNTC?**

Yes. Reporting is critical to tracking LNTC impressions. Workshop report forms are available online. [www.leavenotrace.ca](http://www.leavenotrace.ca)

## **Can I charge a fee?**

Yes. If fees are charged, LNTC encourages course leaders and/or organizations to make the cost of workshops as low as possible to encourage enrolment and training efforts. When possible, the Center encourages individuals and organizations to offer workshops for free. If a fee is charged, course leaders and/or organizations should set the cost of Awareness Workshops to cover materials, staff and other reasonable costs. Course costs for Awareness Workshops are not set by the LNTC.

## **Can I offer a certificate of completion to workshops participants?**

Awareness Workshop certificates are available online [www.leavenotrace.ca](http://www.leavenotrace.ca) The certificate is in a PDF format that can be downloaded, printed and distributed to all workshops participants.

## **LNTC will NOT issue certificates.**

They can only be downloaded from the LNTC website for free and issued by workshop instructors.

## **Can I use the Leave No Trace logo to promote upcoming Awareness Workshops?**

Any organization or individual that wishes to use the LNTC logo must be a current partner or member in good standing. For more information about partnering with LNTC call 1.877.238.9343 or visit [www.leavenotrace.ca](http://www.leavenotrace.ca).