

*David Elton Outdoor Fund*  
**Outdoor-Learning Safety Management Workshop**  
**November 25-26, 2006**  
**University of Calgary Kananaskis Field Stations**  
**FINAL REPORT: January 22, 2007**

## **Summary**

The two-day workshop on *Safety Management for Outdoor Learning & Field Study Service Providers* was completed as scheduled on *November 25-26, 2006* at the University of Calgary Kananaskis Field Stations Barrier Lake Facility. Thirty participants from 21 organizations registered for the program; 27 participants attended the workshop (Appendix 1). Participants included a mix of program coordinators, directors, and managers, from a wide variety of organizations such as government agencies (e.g., Alberta Parks & Protected Areas), non-governmental organizations (Ann & Sandy Cross Conservation Area), camps (Camp Evergreen), private (Company of Adventurers), and educational institutions (University of Calgary).

Workshop facilitators and speakers included: Rob Lucas, Director of Operations for the Field Studies Council (U.K.); Ann Gray-Elton & John Elton of the David Elton Outdoor Fund; Scott McLarty, System Coordinator of Off-Site Activities for the Calgary Board of Education; and Cal Kullman, Director for the RiverWatch Science Program.

The overall intent of this workshop was to encourage 'local' education program service-providers to build a community of learning and leadership in risk awareness, avoidance, management, and training within the non-formal education sector. This overall goal was achieved, in that all participating and two new groups have requested a follow-up workshop for next year. As such, the Kananaskis Field Stations will be submitting an application to the Calgary Foundation requesting funding for a 2007 workshop.

## **Outcomes**

The three primary outcomes of the *Outdoor-Learning Safety Management Workshop* were to:

- Bring together outdoor learning education coordinators to share and update policy and procedures on development, management, and communication of safety management plans.
- Provide participants with risk management products and tools they can apply to their own education programs, both at the organizational and individual levels.
- To influence risk management standards in the non-formal education sector through better understanding, management and communication of risks involved in education programs.

The first two outcomes were achieved, based on the overall feedback from workshop evaluations; a list of the products and tools provided to participants is noted in Appendix 2. The third outcome will take more time and delivery of more workshops, as only 21 organizations signed up for this first workshop out of possible 200+ service providers in the Calgary region.

## **Budget**

The DEOF/Calgary Foundation funding for this project was targeted towards the **honorarium, travel, and meals/accommodation for the invited facilitators**. The University of Calgary's Kananaskis Field Stations (KFS) provided in-kind funding support for workshop development, administrative support, advertising, registration, and facilities for the workshop, along with extra

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expenses incurred for accommodation and meals for the primary workshop facilitator Rob Lucas (Table 1).

**Table 1. Final Budget for 2007 DEOF Safety Management Workshop**

<u>EXPENSES</u>			
<i>Item</i>	<i>Projected (\$)</i>	<i>Actual (\$)</i>	<i>Funding</i>
Facilitator Travel	1,500	1,302.11	DEOF
Facilitator Accom./Meals		810.27*	DEOF & KFS
Participant Accom./Meals (20 p)	1,750	1,050.88	Participants
Meeting Room	250	In-kind	KFS
Advertising (Print, Website)	1,000	In-kind	KFS
Registration & Workshop Material	1,000	166.15	Participants
Workshop Hosting (Dinners, etc.)		219.95	KFS
Salary (In-kind)	<u>2,500</u>	In-kind	KFS
SUB-TOTAL	<u>\$8,000</u>	<u>3,549.361</u>	
<u>REVENUE</u>			
Grant: DEOF / Calgary Foundation	1,500	1,500.00	
Registrations	1,750	<u>1,329.40</u>	
SUB-TOTAL		<u>2,829.40</u>	
BALANCE		<i>(719.96)*</i>	KFS

\* Comment: *Deficit incurred with extra cost from off-site facilitator accommodation & meals.*

**Planning for the Future**

Given the overwhelming positive response from workshop evaluations and participation, we would like to propose a second workshop for **October 2007** to be facilitated again by Rob Lucas, Director of Operations for the Field Studies Council (UK). This approach proved to be very positive for participants, as it provided a different and more advanced perspective from abroad on Safety Management. This would be very useful for participants and organizations that were not able to attend the 2006 workshop. Future workshops would then shift focus to share and develop best practices as implemented by service providers within the Calgary area and from across Alberta. For example, future workshop schedules might include the following scenarios:

2007: Fundamentals of Safety Management

2008: Fundamentals of Safety Management & Development of certificate courses based on best practice for program leaders and managers

2009: Approval & Implementation of Field Studies Staff Training Certificate Course(s)

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**Appendix 1. List of 2006 Workshop Participants**

<b>No.</b>	<b>Participant</b>	<b>Position</b>	<b>Organization</b>
1	Small, Kelly	Education Manager	Ann & Sandy Cross Conservation Area
2	Handy, Karla	Lesson Program Coordinator	Bow Waters Canoe Club
3	Magotiaux, Armand	Executive Director	Bow Waters Canoe Club
4	Ludwig, Ruth	Manager	Butterfield Acres
5	Kelba, Paul	Representative	Calgary Outdoor School Consortium
6	Archer, Judy	Manager, School Programs	Calgary Zoo
7	Elias, Steven	Executive Director	Camp Evergreen
8	Krahn, Esther	Administrative Assistant	Camp Evergreen
9	Andrews, Sid	Education Coordinator	City of Calgary Parks
10	Hann, Trevor	Program Director	Company of Adventurers
11	Syslak, Anne-Marie	School Programs Coordinator	CPAWS - Calgary/Banff Chapter
12	Kirzinger, Roland	Teacher in Residence	Fish Creek Provincial Park
13	St. Denis, Candace	Program Assistant	Ghost River Rediscovery
14	Warkentin, Karleigh	Youth Coordinator	Ghost River Rediscovery
15	Yip, Mark	Program Coordinator	Ghost River Rediscovery
16	Cardiff, Janine	Educator	Inside Education
17	Perkins, Vicki	Environmental Ed. Coordinator	Kananaskis Country
18	Lemphers, Ryan	Program Director	Pioneer Ranch Camps
19	Braaten, Brett	Sales & Events Manager	Resorts of the Cdn. Rockies
20	Allen, Stephanie	Senior Guide	RiverWatch
21	Borrow, Colin	Assistant Director	Sunshine Ski & Snowboard School
22	Arlidge, Sue	Program Coordinator	UofC C Kananaskis Field Stations
23	Pickles, Christina	Program Coordinator	UofC C Kananaskis Field Stations
24	Kinnear, Kurt	Outdoor Youth Program Coord.	UofC C Outdoor Program Centre
25	Uzelman, Aspen	Climbing Coordinator	UofC C Outdoor Program Centre
26	Reed, Jana	Assistant Director	YMCA Calgary
27	Grassick, Dan	Outdoor Schools Manager	YMCA Seebe
	<b>Presenters</b>	<b>Position</b>	<b>Organization</b>
1	Lucas, Rob	Director of Operations	Field Studies Council (U.K.)
2	Gray-Elton, Ann	Director	David Elton Outdoor Fund
3	Elton, John	Director	David Elton Outdoor Fund
4	McLarty, Scott	System Coordinator	Off-Site Activities, Calgary Board of Education
5	Kullman, Cal	Director	RiverWatch
6	Mappin, Michael	Program Coordinator	UofC C Kananaskis Field Stations