



**LEAVE NO TRACE LEVEL 1
INSTRUCTOR COURSE GUIDELINES**

Table of Contents

INTRODUCTION	2
TRAINING ORGANIZATIONS AND INDIVIDUAL INSTRUCTORS	4
Organizations Offering Level 1 Instructor Courses	4
Individual Level 2 Instructors Offering Level 1 Instructor Courses	4
LEAVE NO TRACE LEVEL 1 INSTRUCTOR COURSE	6
Level 1: Curriculum Content	6
Core Components for Leave No Trace Level 1 Instructor Course Curriculum	6
Level 1: Lead Instructor	7
Level 1: Co-instructors	7
Level 1: Enrollment	7
Level 1: Cost	8
Level 1: Completion	8
Level 1: Recertification	9
Level 1: Course Instruction	9

INTRODUCTION

The national Leave No Trace training program includes over 75,000 instructors. As the number of institutions, organizations, and agencies interested in offering Leave No Trace training programs increases, the need to provide and maintain appropriate guidelines for those conducting Leave No Trace Level 1 Instructor Courses exists.

The goals for the Leave No Trace Level 1 Instructor Course Guidelines are five-fold:

- To strive for consistent, quality training for all Leave No Trace Level 1 Instructor Course participants.
- To provide an easily implemented training structure that encourages training efforts.
- Establish a structure allowing Leave No Trace to track and quantify training efforts.
- To clarify the role of the Leave No Trace organization regarding training institutions' instructors.
- To identify inherent risks in outdoor activities and to discuss warnings and other information about Leave No Trace courses.

Leave No Trace Level 1 Instructor Courses emphasize skills and techniques essential to Leave No Trace minimum impact outdoor ethics and education. A Leave No Trace Level 1 Instructor Course is a modified version of a Leave No Trace Level 2 Instructor Course. Sample Level 1 Instructor Course curricula and other resources are available on the [Leave No Trace website](#). Additional links to resources are below.

Chapter 11 of the Master Educator Handbook is devoted to the mechanics and curriculum for the Leave No Trace Level 1 Instructor Course. Instructors are highly encouraged to use this valuable resource to ensure that the required Level 1 Instructor Course curriculum is adequately covered and to ensure course quality. The Level 1 Instructor Course Step-by-Step Guide and Level 1 Instructor Course Flow Chart can also be helpful resources.

Notice: The Leave No Trace curriculum focuses on techniques for learning and, in some cases, teaching minimum-impact outdoor ethics. Leave No Trace courses do not teach specific outdoor skills such as mountain climbing, river crossings, camping, etc. However, many courses are taught outdoors due to the nature of the Leave No Trace program. Engaging in outdoor activities involves inherent or other risks and dangers that can lead to injury, property damage, or even death. In addition, Leave No Trace outdoor ethics and principles are only effective if they are accurately relayed and taught to course participants. These Guidelines are not intended to control the details

of how the organization/individual conducts the Leave No Trace course. Leave No Trace does not control, teach, or conduct the course but provides organizations and individuals with nationally approved materials to assist in teaching Leave No Trace courses. All organizations and individuals conducting Leave No Trace courses act as independent contractors and are solely responsible for conducting the courses.

Individuals interested in participating in a Leave No Trace field-based course should have basic outdoor travel and camping skills. Participants should understand that they are responsible for their safety and assume responsibility for injuries resulting from the inherent risks of recreational activities.

Leave No Trace does not warrant or guarantee the quality or expertise of any individual or organization providing a Leave No Trace course or workshop. Those individuals interested in a Leave No Trace course or workshop are advised to independently review and examine the qualifications of individuals or organizations planning to conduct Leave No Trace courses.

Leave No Trace accepts no legal or otherwise responsibility for any course, workshop, event, or session.

TRAINING ORGANIZATIONS AND INDIVIDUAL INSTRUCTORS

Organizations Offering Level 1 Instructor Courses

Organizations offering Level 1 Instructor Courses must comply with the Leave No Trace [Training Agreement](#) and follow the guidelines. This includes:

- The organization must be a current [Community Partner](#).
- Possessing appropriate levels of insurance and providing current Certificates of Insurance to be kept on file at Leave No Trace for the period the organization conducts courses.
- Assuring that instructors are currently certified Leave No Trace Level 2 Instructors.
- Assuring staff, including any proposed Leave No Trace lead instructors and/or co-instructors, are appropriately trained in outdoor leadership/instruction skills and maintain appropriate levels of emergency medical certification.
- Distributing the Leave No Trace introduction and discussion of the [Course Participant Acknowledgement, Assumption of Risks, Release, and Indemnity Agreement](#).
- Following the “Core Components for Leave No Trace Level 1 Instructor Course Curriculum” and additional Guidelines for courses outlined below in any Level 1 Instructor Course.

Individual Level 2 Instructors Offering Level 1 Instructor Courses

Those completing the Leave No Trace Level 2 Instructor Course can conduct both In-person and Virtual Level 1 Instructor Courses with an appropriate co-instructor as required (see below). Although Level 2 Instructors do not need to be affiliated with an organization to offer in-person or virtual Level 1 Instructor courses, Level 2 Instructors who are not affiliated with a current partner of Leave No Trace must be a current [individual member](#) of Leave No Trace, comply with the Leave No Trace [Training Agreement](#), and follow the Guidelines included below:

- Possessing appropriate levels of insurance (federal tort claim coverage is acceptable) as required by these guidelines.
- Maintaining appropriate levels of emergency medical certification as required by these guidelines.
- Distributing the Leave No Trace introduction and discussion of the [Course Participant Acknowledgement, Assumption of Risks, Release, and Indemnity Agreement](#) as required by these guidelines.

- Following the “Core Components for the Leave No Trace Level 1 Instructor Course Curriculum” and additional Guidelines for courses outlined below in any Level 1 Instructor Course.

Liability insurance for individual Level 2 Instructors may be obtained via a private insurer. See the Leave No Trace [Training Agreement](#) for specifics regarding required liability coverage levels for different course types.

LEAVE NO TRACE LEVEL 1 INSTRUCTOR COURSE

Level 1: Curriculum Content

A Leave No Trace Level 1 Instructor Course is a modified version of a Leave No Trace Level 2 Instructor Course. The Level 1 Instructor Course is shorter, less comprehensive, and less expensive than a Level 2 Instructor Course. Like Level 2 Instructor Courses, Level 1 Instructor Courses emphasize skills and techniques essential to Leave No Trace minimum impact ethics and education. Sample Level 1 Instructor Course curricula and other resources are available through the Leave No Trace organization. A qualified lead instructor and a qualified co-instructor must staff Level 1 Instructor Courses.

Core Components for Leave No Trace Level 1 Instructor Course Curriculum

1. A minimum of sixteen (16) total hours of experiential instruction, ten (10) hours of which must be conducted in the field (Instructors can offer this training in a frontcountry or backcountry setting).
2. The role and function of a Leave No Trace Level 1 Instructor. Instructors should use the [National Training Guidelines](#) to provide this information to course participants.
3. The Principles and Ethics of Leave No Trace: This is the core of the Level 1 Instructor Course and should be covered by both the instructors and through the student teaching topics. The Master Educator Handbook, www.LNT.org, and the Leave No Trace organization's various social channels, such as YouTube, are excellent resources for this information. Additionally, there are a variety of supplemental resources for each principle linked below.
4. Teaching skills, techniques, and methods: Chapter 2 in the Master Educator Handbook is devoted to the *Principles of Education* and provides excellent information on teaching techniques and teaching methods.
5. At least one student-led teaching exercise by each participant. Each course participant should present a 10 to 15 minute teaching topic. All course participants should create and submit a teaching outline for their topic to the course instructors before the course. Outlines are then shared with all course participants. Instructors and other participants should provide feedback for each lesson.
6. Overview of the national Leave No Trace program: This information is contained in the [Leave No Trace standard PowerPoint Presentation](#). Each slide contains presenter notes to help guide you as you facilitate this section. It is highly

encouraged that this PowerPoint is shared live with participants using a video conference service.

7. The role and function of the Leave No Trace organization: This information is contained in the [Leave No Trace standard PowerPoint Presentation](#).

Level 1: Lead Instructor

The lead instructor for a Level 1 Instructor Course must be a Leave No Trace Level 2 Instructor. Level 1 Instructor Course lead instructors should have training and experience in outdoor leadership/instruction skills and maintain appropriate levels of emergency medical certification. At a minimum, the lead instructor should maintain current Standard First Aid and CPR certifications. Level 2 Instructors wishing to offer Level 1 Instructor Courses must maintain their certification by taking the Leave No Trace Recertification Course every two (2) years to remain certified. Additionally, any Level 2 Instructor offering Level 1 Instructor Courses must be a current [Member of Leave No Trace](#), or the organization sponsoring the course must be a [Partner](#).

Level 1: Co-instructors

A qualified co-instructor is required for all Leave No Trace Level 1 Instructor Courses.

- A co-instructor for a Level 1 Course can be a Level 2 Instructor or a Level 1 Instructor who completed an in-person Level 1 Course. Those who have completed a Virtual Level 1 Course can co-instruct as well, but the Level 2 lead instructor should ensure the person has adequate outdoor experience.
- Co-instructors should have experience as teachers/trainers within their respective organizations, ideally including instruction on at least one overnight Leave No Trace course.
- Co-instructors should have training and experience in outdoor leadership/instruction skills and appropriate levels of emergency medical certification. At a minimum, co-instructors should maintain current Standard First Aid and CPR certifications.

Level 1: Enrollment

Level 1 Courses must have a minimum of four (4) course participants, as this minimum number better ensures a quality experiential learning opportunity for all participants. If meeting the minimum number of participants is not possible, Leave No Trace may grant an exception on a case-by-case basis. Leave No Trace must be contacted **before** offering any Level 1 Course with fewer than four (4) participants. A Level 1 Course has a maximum of 12 participants. Leave No Trace strives to keep the instructor-to-student

ratio low to enhance learning opportunities. Individuals or organizations should contact Leave No Trace for a case-by-case review and approval to run courses with more than 12 participants.

Given the high level of interest in these courses, all courses open to the public should be shared with the Leave No Trace organization to post on the [Upcoming Courses webpage](#). To post your course to the Leave No Trace website, please email a brief course description, including dates, times, costs, contact, and registration information to Training@LNT.org.

Lead instructors for a Level 1 Course must contact land managers at the intended course location before any course to ensure compliance with permitting and group size requirements.

Participants must be 18 or older to participate in a Leave No Trace Level 1 Instructor Course.

Level 1: Cost

The Leave No Trace organization does not set course costs for Level 1 Courses, but a range of \$150 to \$250 per person depending on course logistics and locations, is recommended. Course leaders and/or organizations should set the cost of Level 1 Courses to cover material, travel, staff, and other costs.

Level 1: Completion

Upon completing a Leave No Trace Level 1 Instructor Course, each participant will become a certified Leave No Trace Level 1 Instructor and receive a completion certificate from Leave No Trace. Level 1 Course instructors must submit the course roster to the Leave No Trace organization via the [online roster submission form](#). Course rosters cannot be submitted prior to the course being run. Successful course completion requires participation in all course activities and teaching exercises. Those who complete the Level 1 Course are equipped to:

- Understand, demonstrate, and teach state-of-the-art minimum impact techniques for friends, family, or community groups.
- Lead a discussion on outdoor ethics and help others explore their own personal outdoor ethic.
- Serve as a co-instructor for in-person Level 1 Courses with a qualified Level 2 Instructor.

- Offer and lead Leave No Trace Skills Courses and provide Certificates of Completion.
- Offer and lead Leave No Trace Workshops and provide Certificates of Completion.

Instructors of a Level 1 Course reserve the right to deny certification if, in the eyes of both instructors, the participant has not:

1. Attended or participated in the entire course.
2. Displayed the skills necessary to conduct outreach programs or otherwise disseminate Leave No Trace skills and ethics in a productive way.
3. Exhibited behavior consistent with the Leave No Trace philosophy.

Should a course participant display or engage in any of the aforementioned, adequate documentation is required by the course instructors and should be forwarded to Leave No Trace upon course completion.

Level 1: Recertification

Level 1 Instructors must maintain their certification by taking the Leave No Trace Recertification Course every two (2) years to remain certified. Additionally, any Level 1 Instructor wanting to provide Certificates of Completion when offering Leave No Trace Skills Courses and Leave No Trace Workshops must be a current [Member of Leave No Trace](#), or the organization sponsoring the course must be a [Partner](#).

Level 1: Course Instruction

See the Leave No Trace Master Educator Handbook for full details on running a Leave No Trace Level 1 Instructor Course.