



Spencer Butte Challenge Course



CONTACT INFORMATION for Adult Groups

As the Contact person for your group's Challenge Course day, you are the 'gatekeeper' of information. It is essential that you talk with the Challenge Course Lead Facilitator prior to your course day to exchange information. Also, your group's experience will be greatly enhanced if the participants know how they can best prepare for the experience. The following information is provided to assist you in both endeavors.

Thank you for your time and energy in making the Challenge Course an opportunity for your group!

Information every contact should know:

- ***Weather policy*** - The Challenge Course can be run in most kinds of weather. However, some groups will cancel their day if foul weather is forecast. The choice to go forward with a scheduled course on a cold or rainy day is largely up to YOU, the Contact*. You may cancel your Challenge Course day based on weather up to the day before without financial repercussions. Every attempt will be made to reschedule for another day.

If you decide to continue the day despite inclement weather, it is our expectation that your group will come prepared. Appropriate clothing is a must! If participants are not adequately dressed and our staff must call off the day because of it, you will be billed for the entire day. However, if participants do come prepared and the weather worsens forcing a shortened day, arrangements can be made to either adjust the bill or reschedule for another half day. The main point is that if you choose to do the day, participants must come prepared!

*Examples of weather where Challenge Course staff would cancel the day: forecast of pouring rain all day, high winds, thunder and lightning storms.

- ***Arrival Time*** - Challenge Course days are usually very full with little time to spare. Please encourage members of your group to arrive at the Challenge Course ten minutes earlier than the scheduled start time. This will allow participants a chance to get oriented to the area, and give our staff time to collect and look over Liability Release and Health Forms.
- ***Liability Release and Health Forms*** - One completed form for each participant must be handed in to Challenge Course staff upon arrival. It saves time if you collect forms in advance and hand them in all together.
- ***Valuables*** - The Participant Preparation form addresses what items to bring to the Challenge Course. What it does not cover is what NOT to bring - please do not bring anything of significant value.

The Spencer Butte parking lot is not secure.

Vehicles that have items of value in sight are often burglarized. We do have a semi-secure spot for small items such as purses or wallets up on the Challenge Course. However, the City of Eugene is not responsible for lost or stolen goods. Play it safe - leave valuables at home!

Information the Lead Facilitator will want to know:

- ***Who is your group?*** - Your Lead Facilitator will ask a variety of questions related to the group's background. For example, how long have they been together? What is their purpose for being together? What is the organizational structure? How do participants interact with one another? Have they been to the Challenge Course before? Are there particular issues dominating the group? Also, is there a specific theme or group culture that you would like integrated into the day?
- ***Who are the individuals?*** - For safety purposes, it is important that the Lead Facilitator know in advance about individuals who have disabilities, medical histories, developmental or emotional issues that may impact the group's process. You should be aware that individuals with a current heart condition, history of heart disease or seizure are at particular risk of a medical incident on the high events and may not be allowed to climb. We strongly recommend you address this with pertinent group members prior to the course day in order to prevent unexpected disappointment.
- ***What are the group's goals and expectations for the day?*** - Goals can be very broad (team building) or very specific (improve communication skills between two work teams). We recommend talking with group members to identify what their expectations are for the day and what they want to achieve at the Challenge Course. Some things to consider when thinking about your goals are:
 - Think in terms of outcomes: At the end of the day, when the group is walking off of the Challenge Course, what do you want them to be thinking, feeling or to have learned?
 - If you have many goals, the group may only scratch the surface on all of them. If you have only a few, the group can go deeper into each.
 - In terms of activities, how physical or non-physical a day do you want?
 - Have expectations about doing specific activities or elements (the physical structures on the Challenge Course)?
 - Participants can enhance their individual experiences by setting their own personal goals (related to their group's goals) and striving to achieve them.

Information every Contact should share with their group:

- ***Plan for the day*** - Be sure the participants know the basics: time to meet, transportation plan, what they need to bring, what time it will be finished, etc.
- ***Nervousness is Natural*** - In every group that comes to the Challenge Course there are members who are very nervous or reticent about the impending experience. Being nervous is natural. In fact, it's one of the reasons this kind of training can be so successful. People out of their comfort zones have a heightened awareness about what is going on around them, which promotes increased engagement in the learning process. The more informed participants are about the experience, the more likely they are to want to take part.
- ***Challenge by Choice*** - Challenge by Choice provides the foundation for participants to make informed choices about their participation on the Challenge Course. It means participants choose their level of involvement, and don't have to do anything they choose not to. That doesn't mean not participating in the activities altogether. It means working with the group to find ways to stay engaged that don't involve doing whatever it is one chooses not to do. We will discuss this more in depth the day of the event.

In Summary:

This information sheet is provided to help you prepare your group for their Challenge Course experience. It answers some of the most frequently asked questions about bringing a group to the Challenge Course. If you or a fellow participant has any other questions or concerns, do not hesitate to call us at 541.682-6324 or e-mail Robert.J.Brack@ci.eugene.or.us