

# Hunt Training Coordinator Checklist

Date: \_\_\_\_\_

Completed?	Job Title	Job Description
	Find Field Coordinators	Make sure we have a qualified Field Coordinator for each of the Junior and Senior/Master fields.
	Find gunners and bird planters	Make sure we have enough gunners and bird planters (at least 2 per field) to work the entire training session.
	Contact volunteers	Contact all volunteers one week in advance to remind them of their responsibilities
	Run the training session	Facilitate the training session by monitoring the radios at base camp, notifying people when their brace is going to be run, getting people and their dogs to the line on time, and assisting the people in the field as needed.
	Clean up camp	Make sure the training site is cleaned up at the end of the training session, remove all bags of trash, and dispose of the bird carcasses and live birds as needed.