**Frequently asked questions about volunteer registration during the pandemic:**

1. **How does PCTAConnect interact with the PCTA's Covid-19 Safety Protocols?**

   One of the best features of PCTA**Connect** is how PCTA's new volunteer platform manages volunteer registration.

   However, at this stage of the Covid-19 pandemic we continue to need to design projects to maximize crews' abilities to work independently and maintain social distance. Crew rosters must be managed to support independent work. PCTA's recently updated Covid-19 Safety Protocols allow new and less experienced volunteers to participate but state:
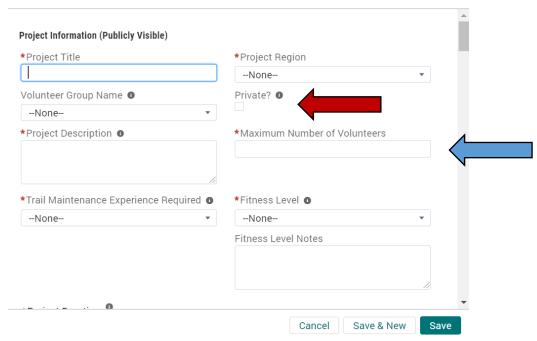
   > "Volunteers learning new tools and skills benefit from close interaction and coaching from crew leaders and other experienced trail maintainers. This is difficult while maintaining physical distancing, limiting tool-sharing, etc. Registration limits will be determined by the crew leader and PCTA staff and will vary by project. Level B-C projects will typically allow no more than two new volunteers per experienced crew leader. There may be projects that are not open to volunteers who do not have trail maintenance experience."

   Crew leaders have asked how this requirement will interact with the new registration system since posting a project publicly to PCTA**Connect** will allow anyone to sign up.

   Our recommendation is that when crew leaders submit projects, they work with their Regional Representative and choose one of the following strategies:

   **A:  Temporarily make the project "Private" (red arrow).** Crew Leaders can then recruit experienced participants through their regional volunteer group and work with their PCTA regional representative to sign up those experienced volunteers in PCTA**Connect**. Once enough experienced leaders are on the project, they can ask their regional rep to post the project to PCTA**Connect** publicly.

## New Trailwork Project: Trail Maintenance

**Project Information (Publicly Visible)**

*Project Title

*Project Region
--None--

Volunteer Group Name ⓘ
--None--

Private? ⓘ
☐

*Project Description ⓘ

*Maximum Number of Volunteers

*Trail Maintenance Experience Required ⓘ
--None--

*Fitness Level ⓘ
--None--

Fitness Level Notes

Cancel      Save & New      Save

**B:  Set a low number of maximum volunteers (blue arrow).** The maximum group size for "Level B" projects is 6 people. A crew leader could opt to set the initial group size for a "Level B" project to only 3 or 4 volunteers. PCTA**Connect** will only allow those few people to register. Other people could email PCTA to be added to a waitlist. Crew leaders and staff could then work together to add people to the crew if they met the threshold for previous experience.

**C:  Lead a private project.** Crew Leaders can choose to work with people they know. To do this submit a project planning form and mark the project as "Private". Remember, the Covid-19 Safety Protocols state, "Advanced registration is required for all Level B and C projects. Registration will typically be facilitated through PCTA's website or by contacting PCTA staff." All volunteers who wish to attend a private project need to email the crew leader and the local PCTA Regional Representative to be added to the PCTA**Connect** project roster. (*Note: private projects are visible on PCTA*Connect *to the crew leader and regional group leaders.*)

2. **How will crew leaders be sure that everyone is ready to follow physical distance requirements?**

When someone signs up for a project through PCTA**Connect** they will receive an automated email with project details. That message includes information about PCTA's Covid-19 Safety Protocols. Through this message volunteers are also reminded that everyone who volunteers with PCTA in 2021 is required to attend a virtual Covid-19 Safety training. These required trainings will assure that everyone who attends a PCTA trail maintenance project knows the expectations around personal and group safety.

Additionally, any volunteer crew leader who wants to host a virtual tailgate safety session with their crew before leading a project can work with PCTA staff to set up a virtual pre-project safety meeting. These type of group conversations are encouraged for complex and multi-day projects.