

Instructions for Howard County Bird Club (HCBC) Young Birder Field Trip Organizer

Planning Young Birder Field Trip:

1. Pick Date and Location: Check HCBC Calendar for scheduling conflicts and consider other possible conflicts (ex: hunting dates)
2. Designate Leader and Recorder (i.e., person keeping checklist)
3. Contact HCBC Young Birder POC (tgtberk@gmail.com) who will serve as a resource and can bring loaner binoculars to the field trips
4. Write field trip announcement and send to Webmaster and Newsletter POCs (odenata@msn.com and howardbirdclub@mdbirds.org)

Day of Young Birder Field Trip:

1. Sign-in Sheet

Be sure every young birder has an accompanying adult. That adult needs to be a parent/guardian or know how to reach the parent guardian in case of emergency and wait for pick up at end of event.

2. Introductions and Announcements

Have everyone introduce themselves and find out if this anyone's first field trip with Howard County. Are you HCBC members? Hand out HCBC cards (HCBC POC will have)

3. Loaner Binoculars

If available, offer loaner binoculars and have someone explain how to adjust the binoculars

4. Expectations for the field trip

Restroom locations, approximate route, amount of time, "hazards" (ex: be mindful of traffic and other trail users)

5. Announce the Bird Walk Leader and the Checklist Recorder

6. Group Photos

Check for sign-up sheet permission to take group photos for the Howard County Bird Club. If approved, take some group photos

Enjoy!

After Young Birder Field Trip:

1. Share eBird checklist with Participants

2. Create and submit a Field Trip Report

- A. As a trip leader, you can use the completed eBird checklist as a basis for your report to the webmaster. To do this, open the completed eBird checklist. Click on Checklist Tools. When that opens, click on Email Yourself. Forward the email you sent yourself to odenata@msn.com, adding the following as needed
 - Trip leader(s) name(s). Recorder's name.
 - Date of trip
 - Location of trip
 - Details (such as weather conditions)
 - Additional comments
 - a legible photo of the sign-in sheet
- B. Ask participants to upload bird photos to the eBird checklist for the field trip
- C. Group Photos (with parent/guardian permission) can be submitted to odenata@msn.com and to our Facebook and Newsletter coordinators at howardbirdclub@mdbirds.org
- D. Send courtesy note to participants telling them about the Field Trip report explaining that: " This field trip report will be posted on the HCBC website: <https://howardbirds.website/birding/field-trip-reports/>"