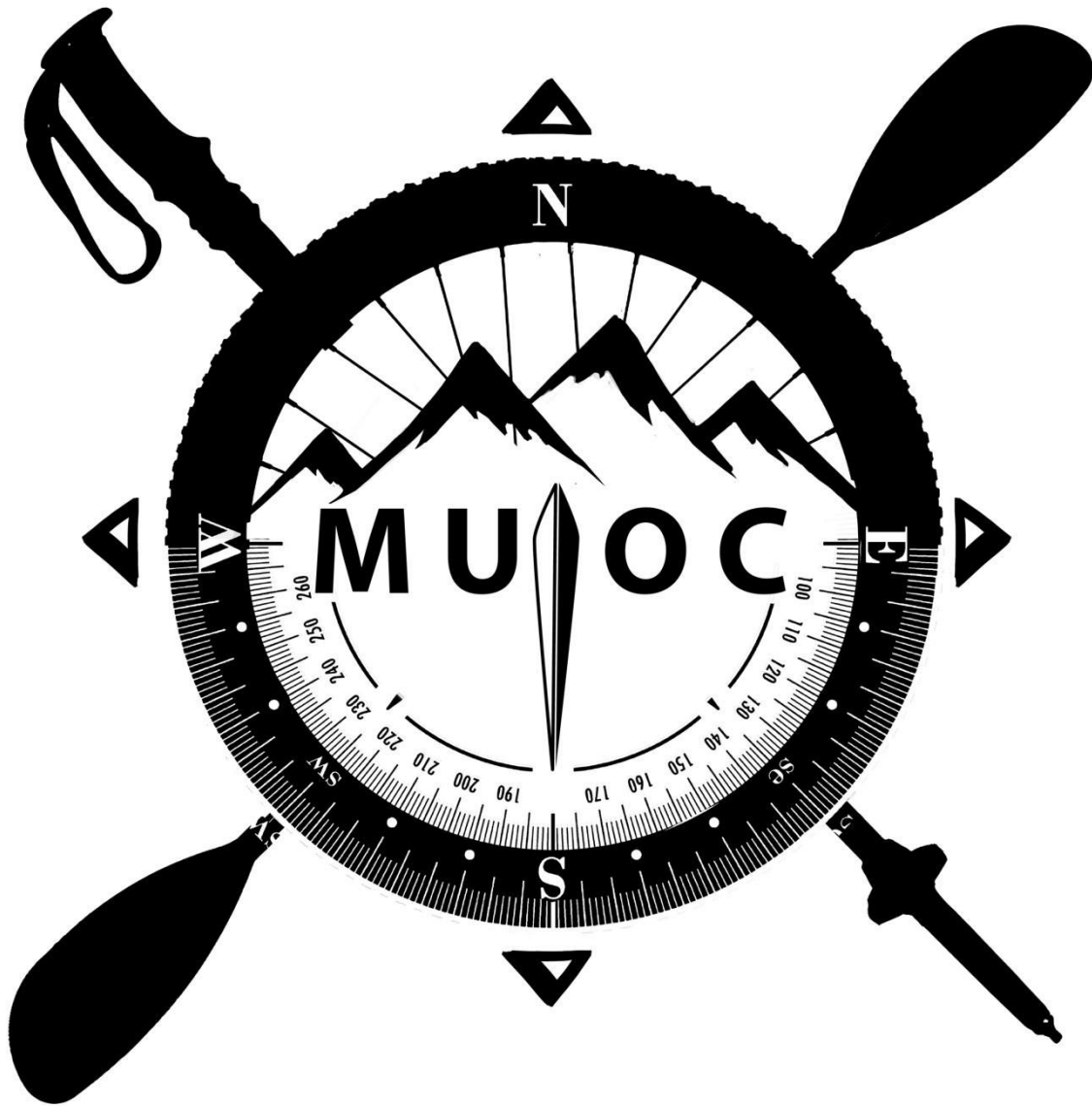


Monash University Outdoors Club



MUOC Member Handbook

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What is Monash University Outdoors Club (MUOC)

MUOC is a not-for-profit incorporated association run by a committee of student and non-student representatives under an affiliation agreement with Monash Sport.

Club Values:

- To provide a direct means for members to experience the outdoors
- To ensure the safety of all participants on trips
- To promote an inclusive and discrimination free environment
- Deliver a non-for-profit service to benefit members

Club Structure and Committee:

All aspects of MUOC's operation are solicited by the hard work of the committee which manage all administration, trip organisation, and availability of equipment to members.

The committee structure is as follows:

Executive member positions:

- President
- Vice President
- Secretary
- Treasurer

Non-executive officers:

- Social Secretary
- Executive Assistant
- Gear Overlord
- Blockhouse officers (4 positions)
- IT Representative

Other Voting Members:

- Board Members (4 positions)

Activities Representatives:

- Bushwalking
- Kayaking/Rafting
- Sea Kayaking
- Rock Climbing
- Mountain Biking

- Caving
- Rogaining
- Canoe Polo
- Bush Search and Rescue (BSAR)

How do I become a committee member?

The best way to become a committee member is to express your interest with the current committee and start demonstrating your interest by assisting us.

There is a high turnover of committee each year due to e.g. graduation, and hence opportunities do become available. If you are known to the committee and have demonstrated your interest you may elect to fill that position at an annual general meeting (AGM).

Membership:

Membership in the club is operated on a calendar year basis. Membership expires on 31st of December each year. Signup is only available online, or at orientation stalls; please refer to the MUOC Facebook page or website to access the form. Please note that half yearly memberships are not offered by the club.

Membership fees are non-refundable, and must be paid in full before a person may be considered as a MUOC member. All participants on club trips must be fully paid MUOC members.

Annual Membership Fees:

- Monash University Students: \$20
- Monash University Alumni: \$30
- Monash University Staff: \$30
- Community Members: \$30

Club Trips:

MUOC will organise official club trips and events throughout the year for members. Below is a guideline to the trips typically run throughout the year.

Major:

Major trips are catered and fully organised trips to provide an introductory range of activities, usually over a camping weekend. Activity gear hire, breakfast, and dinner are typically included in the price. Below is a list of potential trips run throughout the year: Please refer to the website for more details on each trip including dates, activities, and locations.

- Bumbly Day Out
- Carnage
- Promage
- Grampage
- Mt. Arapilies (Rock Climbing only)
- Mitchell River Trip (Kayaking/Rafting only)

Minor:

These include the remainder of our trips offered throughout the year. These are typically of smaller group sizes and focus on a single activity; eg. hiking or rock climbing.

Unofficial:

These are trips/events organised independently of MUOC by members and non-members which are advertised on the MUOC Facebook page. Anyone present on the MUOC Facebook page may choose to attend these trips however MUOC must stress that aside from permitting their advertisement, we are not affiliated with these trips. This means there is no insurance cover for participants, and that MUOC is in no way, shape, or form liable for any injuries or damages caused to person or property during these trips. Participants attend unofficial trips at their own risk.

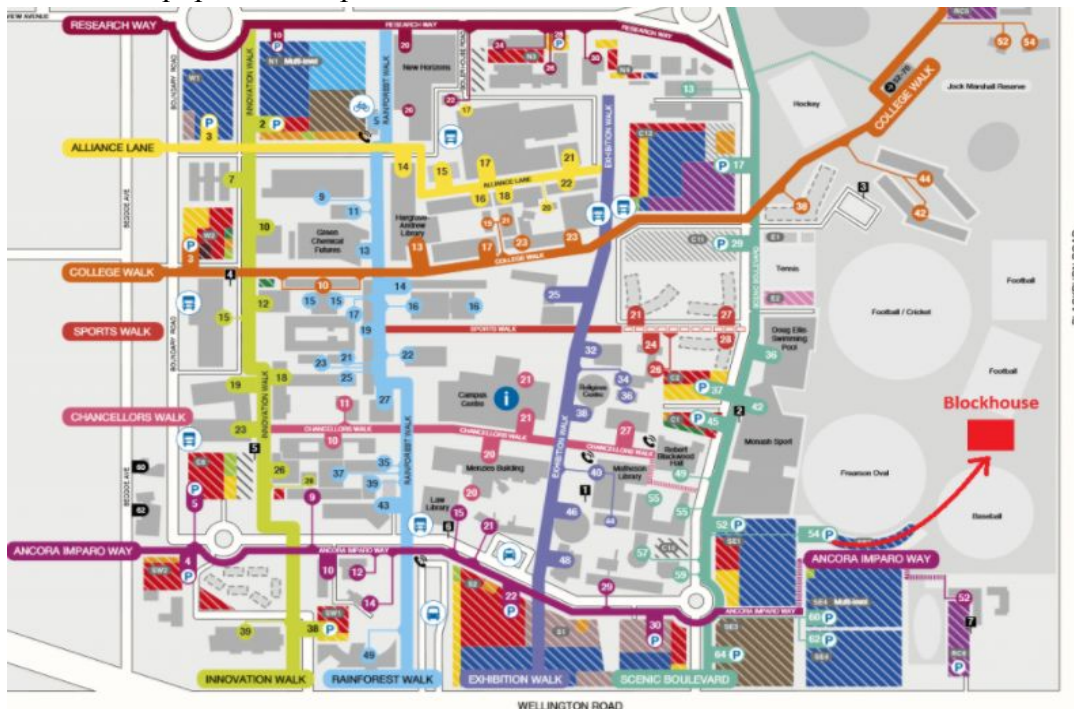
Equipment Hire:

Members may hire MUOC gear from the blockhouse for club organised, and personal trips. Our blockhouse officers will post on the MUOC Facebook page about opening times. To hire any equipment it is best to comment on their posts about what you need and what time you expect to be able to collect it. The following conditions apply:

- Payment method is strictly cash only
- Gear is hired out on a weekly basis
- Gear hire of \$10 or more = \$50 deposit
- Gear hire of \$50 or more = \$100 deposit
- Free gear hire (for certain club trips) = \$50 deposit
- Deposits are refundable upon return of gear

Members with overdue gear may lose the right to participate in Club activities. **Gear not returned within two weeks of being due will incur a 50% late fee**, taken from your security deposit. Gear still not returned after 1 month will be considered as stolen and the offending member will be promptly reported to Monash University. **MUOC may refuse to accept the return of gear that has not been cleaned after use.** Excluding reasonable wear, damage to, and loss gear may result in the forfeit of your deposit and/or a request for further payment to replace gear. Fees may be waived at the discretion of the Gear Overlord.

Details of club equipment hire prices can be found on the MUOC website.



Transport:

A carpooling system is used to transport participants from Monash University to the destination of our club events. Anyone with a current Australian Driver's License (including probationary licenses) can elect to drive on a trip.

Fuel costs are NOT included within the club event fee and are required to be paid in full to the driver at the end of the trip unless the driver permits otherwise. A 1.5x multiplier is applied to the cost of fuel for passengers in order to account for wear and tear on the driver's vehicle.

To calculate fuel costs for passengers the following formula is used:
Price of petrol/number of occupants x 1.5

MUOC Policies:**Drugs, Alcohol, and Performance Affecting Substances:**

It is against the Team Monash rules of participation for any participant of a sporting activity to be under the influence of performance affecting substances including illegal drugs and alcohol.

Drugs: Illegal and/or prohibited substances are not permitted on MUOC club trips. If found in possession of illegal substances on an MUOC trip you will be asked to leave.

Alcohol: Alcohol is permitted on MUOC trips provided the rule above is adhered to. All participants are encouraged to drink within their limits.

Bullying and Harassment:

Bullying and Harassment in any shape or form is not permitted within the club. Failure to comply with this policy will result in cancellation of your membership with MUOC and will be reported to the University.

If you feel like you are the victim of bullying or harassment please speak to the leader(s) of your trip. Free counselling services are also provided by Monash at <http://www.monash.edu/health/counselling>

Dangerous Driving:

In order to attend most MUOC events participants will be required to either elect to drive or ride as a passenger in another member's vehicle. If you are a passenger within a vehicle and the driver is failing to comply with the road rules (speeding, driving erratically, distracted, intoxicated/ under influence of drugs) ask the person to stop the behaviour. If they fail to stop the behaviour please contact the leader of the trip or report the matter to a member of committee.

Under 18:

We do permit people under the age of 18 to attend some trips however this is subject to approval by the leader and in some circumstances, the committee. Under 18's may have to submit additional documentation signed by their legal guardian.

First Aid and Safety:

As an attendant of MUOC events you are required to provide us with consent to receive first aid. All MUOC first aiders have received appropriate training of either Level 2 First Aid (HLTAID003) or Wilderness First Aid (HLTAID005).

All activity representatives have received appropriate training and/or are experienced within the areas of their chosen field.

Insurance:

As a participant of MUOC paid trips you are entitled to receive insurance cover as outlined below in the policy, for the duration of the trip you are attending.

Whilst MUOC does accept the consumption of alcohol, it should be noted that this insurance policy does not apply if the participant is under the influence of alcohol or drugs at the time of a sporting incident.

Social Media:

The MUOC Facebook page exists for the purpose of advertising trips and providing a social ground for our members to communicate with each other.

It is not an advertisement platform to sell personal items such as pre-loved outdoor equipment; please refer to other Facebook groups if you wish to sell or buy equipment. If the above rules are not adhered to, you may be subject to a removal from the Facebook page.

Trip Cancellation:

If you sign up for a trip and can no longer attend you must notify the person running the trip as soon as possible. If given adequate notice (before the specified sign up closure date) we will refund you the full cost of the trip.

If we are notified after the sign up closure date we may attempt to find a replacement. If a replacement is found you will be provided with a full refund. The trip leader may reject the application, particularly if they have already completed administration works.

If we are provided with any less than two days notice prior to trip commencement, our activity representatives will not attempt to find a replacement and you will not receive a refund.

MUOC 'No Show' Policy:

If you sign up to a trip and do not show up at the arranged meeting point without notifying the trip leader you will lose 100% of your signup fee. Additionally you will be placed on a low-priority list for future signups.

Contact us:

General enquiries:

enquiries@muoc.org

Blockhouse (Gear)

blockhouse@muoc.org

Bushwalking:

bushwalking@muoc.org

Rock-climbing:

rock.climbing@muoc.org

Caving:

caving@muoc.org

Kayaking:

kayaking@muoc.org

Sea Kayaking:

sea.kayaking@muoc.org

Canoe Polo:

canoe.polo@muoc.org

Mountain Biking:

mountain.biking@muoc.org

Rogaining:

rogaining@muoc.org