Safety Plan for the NAGT Traveling Workshop Program

The following is a proposed safety plan for the Traveling Workshop Program at the National Association of Geoscience Teachers. In the context of the TWP, the safety plan applies to facilitators who are traveling to workshops at other institutions. All workshops, including planning discussions and other communications, should comply with the NAGT Activities Code of Conduct (https://nagt.org/nagt/about/code_of_conduct.html).

Travel safety for facilitators:

- Facilitation of any workshop is voluntary. No facilitator is required to travel to an area where they are unsafe or do not feel safe. If facilitators have particular geographical or institutional concerns about safety, they are encouraged to discuss the situation with the TWP chair and/or the NAGT executive director.

- Travel arrangements are made in collaboration between facilitators and their host institution. Facilitators should articulate any accommodations that are needed. If those accommodations cannot be met, facilitators should discuss the situation with the TWP chair, who will decide how to proceed. The chair will make all possible attempts to meet the facilitators’ needs. If those needs cannot be met, possible actions could include withdrawing the workshop approval or, with the consent of the original facilitators, finding a different facilitator.

- [Tentative] If a facilitator is unsafe or feels unsafe during workshop-related travel, they should ask for assistance from a local authority that is appropriate given the nature of the situation (e.g., the local host, local campus safety, 911, etc.). The facilitator should contact the TWP chair as soon as possible once they are in a safe situation. Coverage of any expenses incurred because of an unsafe situation will be negotiated between NAGT, the host institution, and the facilitator.

- [Tentative] When traveling, facilitators are considered to be working through the host institution and therefore covered under that institution’s travel insurance and benefits.

- Bystander intervention training is strongly encouraged for all TWP facilitators. Online resources can be found through ADVANCEGeo Partnership: https://serc.carleton.edu/advancegeo/resources/index.html.