## After the field season

**After the field season**, are there any actions a successful field crew leader takes?

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| * **Debrief team-members**. (+7)   + this doesn't need to occur immediately, but over the next few months. Include academic and interpersonal 'lessons' learned.   + Debrief, if only with yourself, any incidents that could have become serious situations, and what you can do to prevent them in the future.   + I like to debrief with whoever I've worked with and brainstorm 'lessons learned' on white board that I then photograph and keep the notes for planning the next season. * **Check equipment before storage** (+2)   + involve crew w clean up and tying up loose ends * **PROOFREAD DATA IMMEDIATELY** (+1) * **Serve as reference** (+12)   + I try to write down what I'd include in a letter (with specific examples) right after the field season while it's fresh in my mind, because letter of rec requests may come a year or more later. |
| * **Credit work** (+3)   + Make sure to acknowledge or thank field crew in all presentations, publications, etc. I like to keep crew members updated on the project and the results of the data they helped collect (and offer co-authorship if appropriate, though usually we discuss that before the field season) (+2) * **Express gratitude** (+14)   + I've found small thank you gifts for their hard work really mean a lot. Be open about how you appreciated their work/dedication/effort etc. (+1)   + I have mostly led small (2-4 person) crews and usually give crew members a small thank-you gift (like a book, beer if I know they drink it, etc.)   + Give positive feedback (+1) * **Follow up** (+12)   + Share summary of season (+1)   + Touching base with past technicians every once in a while, (+2   + Share updates on publications (+1)   + in some situations, it is important to communicate the outcomes from the field season to the crew   + checking back to make sure each crew member received the skills and experience they were looking for * **Celebrate with crew** (+7)   + Sometimes a group camping or float trip.   + Set aside budget for end-of-season dinner or party (if feasible, pay for first round of drinks out of pocket if institution disallows alcohol purchases). Thank the crew for all their hard work, including acknowledgment that it's not always fun or easy but it's important and interesting work. Compliment their strengths. If necessary, post-season is the time to address frustrations and behavioral patterns observed in the field.   + Host (as appropriate) celebration of everyone's hard work   + Take the team out for ice cream, have a BBQ, or go out for dinner (something social to celebrate the accomplishments). * **Gather feedback** (+21)   + Exit survey/interview (+5)     - If possible, anonymous follow-up surveys or evaluations to make sure that any issues or concerns are brought to their attention without fear of penalization (+2)   + Review lessons learned; exit strategies with crew members and be open to taking criticism and suggestions. If there were any issues, review what should and could have been done to avoid. (+14)   + Review / update the safety plan if needed (+5)     - revisit field safety plan, communications plan, and community agreement and take good notes about what worked/didn't. Identify any areas where training is needed. * **Provide feedback** (+3)   + offer opportunity for performance assessment/exit interview   + give constructive criticism that tells crew their strengths and areas to improve on * **Support further career efforts** (+6)   + See projects through with students   + Forward professional opportunities and jobs you see to them if they're interested. |
| * This is more project dependent and a question of how long-term the study is. For long-term studies or multi season studies certainly review and then aggravation on meta-data regarding equipment and field crew can help |
| * Making sure everyone has been properly paid |
| * **Share your data**   + sharing notes in central repository |
| * our field seasons never end, but good to have a mini symposium where everyone presents their first data analysis and laughs about the ups and downs. |
| * Summarize work done (e.g., samples taken, plots surveyed) to assist future planning. |
| * **Build relationships** |
| * + Follow up with all relevant stakeholders to ease future interpersonal interactions (+1) |
| * consult with other field leaders for their experiences * make sure results are communicated |