SWEEP DRIVER

Position Description · Off-Road Event Operations

The last line of safety. The first call when things go sideways.

ROLE CODE	DEPARTMENT	CLASSIFICATION	EFFECTIVE DATE
WC4XA-OPS-003	Event Operations	Volunteer / Contractor	October 2026

● SECTION 01

Role Overview

The **Sweep Driver** is one of the most critical and trusted positions in any West Coast 4×4 Adventures off-road event. Operating at the **rear of the convoy**, the Sweep Driver ensures that no participant is left behind, that mechanical breakdowns are managed safely, and that every section of trail is cleared before the event is declared complete. This role demands exceptional off-road skill, sound judgment under pressure, and an unwavering service mindset.

The Sweep Driver works in close coordination with the Lead Guide, Event Director, and any Recovery Specialists assigned to the run. While the Lead sets the pace and direction, the Sweep holds the formation together from behind — watching, communicating, and responding at every turn.

■ Core Principle: Nobody Gets Left Behind

- The Sweep Driver does not advance until every vehicle ahead has cleared the obstacle or section.
- If a participant cannot continue, the Sweep coordinates extraction, towing, or alternate egress.
- All decisions prioritize participant safety over schedule or terrain completion.

● SECTION 02

Position at a Glance

Reports To	Lead Guide / Event Director
Works Alongside	Co-Pilot / Spotter, Recovery Specialists, Medical Liaison
Vehicle	Participant's own rig or WC4XA-supplied Sweep unit (confirmed per event)

Event Types	Day runs, multi-day expeditions, competitive trail events, charity drives
Terrain Scope	Dirt roads, rocky technical trails, desert washes, fire roads, dune approaches
Communication	VHF/UHF radio (required), cell phone backup, whistle / signal kit
Compensation	Volunteer or contracted per event agreement — fuel reimbursement may apply

● SECTION 03

Core Responsibilities

A. Pre-Event Duties

■ Attend the pre-event driver briefing and confirm radio channel assignments with the Lead Guide.

■ Conduct a thorough vehicle pre-check: fluid levels, tire pressures, recovery gear load-out, and communication equipment.

■ Review the day's route card, waypoints, and any flagged hazard sections with the Event Director.

■ Confirm that a full sweep kit is loaded and stowed (see Equipment Requirements, Section 06).

■ Verify participant count and vehicle roster with the Event Director before departure.

■ Identify participants flagged as novice, first-timer, or with known vehicle limitations.

■ Establish a clear comm protocol: check-in cadence, emergency channel, and code words.

B. During-Event Duties

■ Position vehicle at the **absolute rear** of the convoy at all times during travel.

■ Monitor all vehicles ahead via direct sightline and radio communication.

■ Call out hazards, route deviations, and trail conditions on the radio as observed from the rear.

■ Halt at every obstacle until all preceding vehicles have successfully cleared it.

■ Provide spotting assistance to participants who require it before proceeding.

■ Initiate and coordinate recovery operations for any disabled or stuck vehicle.

■ Maintain situational awareness of participant fatigue, vehicle stress, and changing trail conditions.

■ Log any incidents, near-misses, or mechanical issues in the event log for post-event debrief.

■ Manage bystander safety and crowd control at any recovery site.

■ Communicate ETA and progress updates to the Lead Guide at regular intervals.

C. Post-Event Duties

■ Confirm all participants have exited the trail and reached the designated endpoint.

■ Report any outstanding mechanical issues, trail damage, or participant concerns to the Event Director.

■ Assist in re-stowing or returning any shared recovery gear.

■ Submit incident report forms within 24 hours of event conclusion if applicable.

■ Participate in the post-event debrief and provide candid feedback from the rear-of-convoy perspective.

■ Return any WC4XA-issued equipment (radios, signage, first aid supplies) to the logistics coordinator.

● SECTION 04

Required Skills & Qualifications

Candidates must demonstrate the following competencies before being approved to run sweep on any WC4XA event. Skill validation is conducted by the Events Director or a designated Senior Guide during a trial run.

SKILL / COMPETENCY	LEVEL REQUIRED	NOTES
4WD Vehicle Operation	*Expert*	Low-range, diff-lock, brake bias — all terrain types
Vehicle Recovery Techniques	*Expert*	Hi-Lift, snatch block, kinetic rope, winch operation
Radio Communication	*Proficient*	VHF/UHF protocol, proper call signs, emergency relay
Trail Navigation	*Proficient*	Paper maps, GPS/Garmin, route cards, bearing reading
Basic Vehicle Mechanics	*Working*	Tire change, bead seal, fluid top-up, tow rigging
First Aid / Wilderness CPR	*Working*	Current certification strongly preferred
Spotting & Guiding	*Expert*	On-foot and vehicle-to-vehicle obstacle guidance
Incident Command Basics	*Awareness*	ICS roles, scene management, call-for-help protocol
Participant Management	*Proficient*	Calm leadership, clear instructions, de-escalation
Towing / Flat-Tow Rigging	*Proficient*	Safe tow-bar and tow-strap configuration on trail

Minimum Qualifications

- Valid driver's license — Class C or equivalent; no major violations in the past 3 years.
- Minimum 3 years of active off-road driving experience on technical terrain.
- Must have participated in at least 2 prior WC4XA events as a regular participant.
- Must pass a vehicle inspection with a rig rated appropriate for the event difficulty.
- Must complete the WC4XA Sweep Driver Orientation before first solo sweep assignment.

● SECTION 05

Safety Expectations

Safety is non-negotiable at WC4XA. The Sweep Driver occupies the single most safety-critical position in the convoy. The following standards are absolute requirements, not guidelines.

■ **Zero Alcohol Policy:** No alcohol or impairing substances within 12 hours prior to event departure. Violation results in immediate removal from the event and suspension from future sweeping assignments.

■ **Radio-On, Always:** Radio must be on, charged, and on the correct channel from departure to final participant clearance. A silent radio is treated as a safety emergency.

■ **No Solo Recoveries at High-Consequence Terrain:** If a vehicle is disabled at a water crossing, cliff edge, or steep drop, call for additional support before beginning recovery — no solo action where consequences of error are catastrophic.

■ **Stop-and-Assess Before Acting:** At any incident scene, perform a 360° assessment before initiating recovery. Rushing a recovery creates additional casualties.

■ **Personal Protective Equipment:** Hard hat or bump cap, gloves, and eye protection when operating recovery tools. Closed-toe shoes mandatory at all times outside the vehicle on trail.

■ **Participant Count Protocol:** Perform a physical or radio-confirmed headcount at every major waypoint. Discrepancies must be resolved immediately — do not depart until count is confirmed.

■ **Mandatory Stops for Medical Events:** Any report of injury, chest pain, difficulty breathing, or altered consciousness triggers an immediate full convoy halt. Sweep Driver assumes first-responder role until relieved by qualified personnel.

● SECTION 06

Equipment Requirements

The Sweep Driver's vehicle must be fully self-sufficient and equipped for the worst-case scenario of the assigned event. All equipment must be secured, functional, and pre-checked before departure.

CATEGORY	ITEM	SPECIFICATION
RECOVERY GEAR	**Kinetic recovery rope**	3/4" × 30 ft min — rated for vehicle GVW
	Tow strap (×2)	30 ft, 30,000 lb WLL
	Snatch block (×2)	Rated 15,000 lb or greater
	Hi-Lift Jack	48" or 60" with base plate
	D-ring shackles (×4)	3/4" rated; pin secured with wire
	Tree saver / winch anchor	8 ft strap minimum
	Recovery gloves (leather)	One pair per occupant
COMMUNICATION	**Primary radio — VHF/UHF**	Cab-mounted or handheld; Midland/Kenwood or equiv.
	Backup GMRS handheld	Charged, in grab bag
	Satellite communicator	inReach or SPOT — mandatory on multi-day events
	Signal mirror & whistle	In dash or grab bag
FIRST AID	**Trauma first aid kit**	Tourniquet, compression bandage, hemostatic gauze
	Burn kit	Burn gel, non-stick dressings
	SAM splints (×2)	Rolled, in kit
	Emergency blankets (×2)	Mylar, all-weather grab bag
VEHICLE	**Full-size spare tire**	Properly inflated, rated for terrain
	Tire repair kit	Plugs, CO■ or portable compressor, bead sealer
	Fire extinguisher	2.5 lb ABC — mounted, accessible from driver seat
	LED work lights (×2)	Bar or spot — for night recovery operations
	Emergency triangles / flares	3 triangles OR 3 flares in weatherproof case
SUPPLIES	**Water — 2 gal minimum**	Per occupant per day for desert events
	Food / emergency rations	Minimum one day's supply per occupant
	Tow flag / safety banner	Highly visible, attached to rear of towed vehicle

● SECTION 07

How the Sweep Role Supports Event Operations

The Sweep Driver is not simply a chase vehicle — they are a **force multiplier** for the entire event team. Understanding how this role integrates with broader operations enables faster, better decisions in the field.

■ **Convoy Integrity:** By holding the rear, the Sweep prevents stragglers from becoming separated, lost, or unreachable. A convoy that stays together finishes together.

■ **Real-Time Intel Feed:** The Sweep sees every hesitation, obstacle, and mechanical issue from behind — feeding that intelligence forward to the Lead Guide improves route decisions for the whole group.

■ **Recovery Coordination:** When a vehicle goes down, the Sweep becomes the on-scene incident commander, directing recovery rigging, managing bystander safety, and authorising egress options.

■ **Participant Confidence:** Knowing a skilled, equipped Sweep is behind them gives less-experienced participants the confidence to attempt more challenging sections, raising the quality of the overall event experience.

■ **Emergency Services Liaison:** If emergency services are needed, the Sweep is typically the first to flag down and direct responders to the incident site, being last out of the trail.

■ **Leave-No-Trace Enforcement:** The Sweep is the last set of eyes on every section, responsible for ensuring that materials, debris, or equipment left by participants is retrieved before the trail is cleared.

■ **Post-Event Accountability:** The Sweep Driver's confirmation that the trail is clear is the official signal to the Event Director that the event is operationally complete. No event is closed until Sweep calls clear.

● SECTION 08

Professional Conduct & WC4XA Standards

■ Represent West Coast 4×4 Adventures with professionalism, positivity, and a service-first attitude at all times.

■ Treat all participants with equal respect regardless of vehicle type, experience level, or background.

■ Never engage in reckless driving, showboating, or aggressive behavior on or off the trail.

■ Respect all posted land use regulations, permit conditions, and Leave No Trace principles.

■ Maintain confidentiality regarding participant incidents — share only with the Event Director and in official reports.

■ Actively mentor newer participants and share knowledge generously without condescension.

■ Refuse to proceed on any section assessed as beyond safe conditions for the group — your safety call is final.

■ Report any conflict of interest to the Event Director before the event.

DRIVER ACKNOWLEDGEMENT

By signing below, the Sweep Driver acknowledges that they have read, understood, and agree to uphold all responsibilities, safety standards, and conduct expectations outlined in this position description.

Driver Name (print): _____ Signature: _____

Event / Date: _____ Event Director Initials: _____