



GGV 2019

Learning and Development

2019 CONDUCT A CAMP LEADER TRAINING INFO KIT

- **Conduct a Camp Module - Indoor Camp**
- **Conduct a Camp Module - Outdoor Camp at Established Campsites**
- **Conduct a Camp Module - Outdoor Camp at Bush Campsites**

The Conduct a Camp Leader Training is suitable for qualified Leaders or Managers who wish to conduct Indoor Camps or Outdoor Camps (Established campsite or Bush campsite).

Leaders are welcome to attend both days or, if they have some prior experience, need to consult with their Outdoor Skills Assessor (OSA) to determine which day(s) they need to attend. OSAs are appointed by the Region Manager / Region Team.

Day 1 - Camp One Camp All - Theory

This day is designed for leaders who do not currently hold a Camping Qualification. Suitable for Indoor Camp Module and Outdoor Camp Module - Established and Bush. Topics include camp administration, program, policies and procedures, staffing roles and responsibilities, and risk management.

Day 2 - Outdoor Camp Skills

This day is designed to provide practical skills for leaders wanting to gain an Outdoor Camp qualification. It covers various areas of camp set up, including layout, fires and gas safety, gadgets, hygiene, kitchen, tents, and equipment.

Please note: If you are interested in training for Conduct an Expedition Modules contact us at training@guidesvic.org.au to discuss your requirements.

Sat 30 March	Camp One Camp All - Theory	Lingbogol Campsite Cnr Broomfield & Geddes Road, Creswick North 3363
Sun 31 March	Outdoor Camp Skills	
Sat 9 November	Camp One Camp All - Theory	Britannia Park Campsite - Guide House Cnr Guidehouse and Britannia Creek Roads, Yarra Junction 3797
Sun 10 November	Outdoor Camp Skills	



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Times	<p>Camp One Camp All - Theory Start: 9.00am Saturday <i>Please arrive by 8.30am</i> Finish: 5.30pm Saturday</p> <p>Outdoor Camp Skills Start 9.00am Sunday <i>Please arrive by 8.30am</i> Finish: 4.30pm Sunday</p> <p>Evening Activities will be scheduled but are not compulsory to attend</p>
Accommodation	<p>Friday Night Accommodation (Indoors only) for Friday night is available at the venue. Arrival time strictly from 6.00pm – 10.00pm. You will need to arrange your own meal for dinner on Friday. A kitchen is available for heating meals. Breakfast will be partly catered. Please BYO breakfast cereal in a ziplock bag. Tea, coffee & milk supplied.</p> <p>Saturday Night Trainees attending the <i>Outdoor Camp Skills</i> training on the Sunday are invited to bring along a tent to be erected after 5.30pm. In the event of poor weather, a decision may be made by the training convenor to sleep indoors. Tent type - Suitable to sleep 2 - 4. This gives us an opportunity to view and discuss a variety of tents on the Sunday. Trainees can share a tent if they choose. Please let the training convenor know if you do not have access to a tent when the information email is sent out two weeks prior to the training.</p>
Catering & Dietary Requirements	<p>All meals for Saturday & Sunday are supplied. Please BYO breakfast cereal in a ziplock bag. Dietary requirements are collected as a component of registration. <i>Please ensure that you submit any information relevant to catering.</i> The caterer may contact you to discuss any specific requirements.</p>
Cost	<p>You will not need to pay when registering online.</p> <p>Your District or Region will be invoiced the training fee.</p> <ul style="list-style-type: none"> ● \$45.00 for Camp One, Camp All Theory ● \$45.00 for Outdoor Camp Skills <p>If you withdraw up to one week prior to a training, your District or Region will be invoiced 50% of the event cost. If you withdraw within one week or do not attend the training, your District or Region will be invoiced 100% of the event cost.</p>
Registration	<p>Online registration only. Any requests to change a booking must be emailed to support@guidesvic.org.au. Changes will be confirmed via email.</p>





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Booking Confirmations	<p>A Booking Confirmation is automatically emailed at the time of online registration that confirms the booking, times and venue. If you do not receive an email Booking Confirmation the online registration has not been successful. Check your 'shopping cart' as you may not have completed the registration. Please call JPC 03 8606 3500 if you require assistance.</p> <p><i>Please ensure that you maintain your current email address in your member profile on the GGV website.</i></p>
Pre-Training Questions	<p>On registration you will be asked some additional questions. Please complete this so that the GGV Learning & Development Team can effectively assist you in your role.</p>
What to bring	<p><u>Camp One Camp All - Theory</u></p> <ul style="list-style-type: none"> ● Notebook & pen ● Laptop (optional) ● Your <i>Conduct a Camp Module</i> ● USB stick (For handouts and resources to be copied to) ● Water bottle <p><u>Outdoor Camp Skills</u></p> <ul style="list-style-type: none"> ● Notebook & pen ● USB stick (For handouts and resources to be copied to) ● Your <i>Conduct a Camp Module</i> ● Sunscreen, insect repellent, & broad brim hat ● Folding camp chair or a small groundsheet/sit-upon to sit on ● Water bottle ● Dilly bag (a.k.a. mess kit/plate bag) including a tea towel
Sleeping Overnight Kit List	<p>Indoor</p> <ul style="list-style-type: none"> ● Sleeping bag or sheets & doona ● Pillow ● Woolen blanket(s) (wool: in case of fire) <p>Outdoors</p> <ul style="list-style-type: none"> ● Tent - 2 - 4 person any style, pegs & mallet ● Sleeping bag, pillow, woolen blankets x 2, sleeping mat/mattress made up into a bed roll and secured in a groundsheet <p>If staying Friday night indoors, you are welcome to bring bedding in a duffel bag rather than as a bed roll.</p> <ul style="list-style-type: none"> ● Swags & stretchers are okay to bring if they fit in your tent <p>Everyone</p> <ul style="list-style-type: none"> ● Personal gear including pyjamas ● Toiletries & towel ● Torch ● Campfire blanket and badges to swap ● Individual serves of breakfast cereal in a ziplock bag



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Trainer/s	In case you need to contact her prior to the training or on the day of your training, you will be emailed the Trainer's contact phone number two weeks prior to the training.
Emergency Contact	You will provide an emergency contact on registration. When signing in please check that your emergency contact is current.
Uniform & Name Badge	Please wear a Guide shirt/ hoodie/fleece jacket and navy pants/jeans. Please wear outdoor clothing suitable to the weather forecast & outdoor footwear. A broad brimmed hat and raincoat are required for both days. Please wear your name badge if you have one.
Personal Possessions	Please keep your purse and any valuables with you at all times. In consideration of others, during the session please turn off your phone or forward to message bank.
Questions?	<p><i>Training Questions</i> training@guidesvic.org.au</p> <p><i>Booking Questions</i> support@guidesvic.org.au</p>



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