

Jamboree Information Guide for Troop Leaders and Staff

Section 1 Introduction

Content

Page | Subject

- 3. Thank You and a BRAVO
- 3. Introduction and Basic Information
- 4. Troop Lines
 - Arrival and Setup
- 5. Pack down and Departure
 - Laundry
- 6. Basic Gear Lists
 - Tents
 - Suggested Cooking and Dining Equipment
- 7. Cooking Equipment
 - Dining Equipment
 - Cleaning Equipment
- 8. General Equipment
 - Personal Gear List
- 9. Luggage
 - Uniform
 - Clothes
 - Outerwear
 - Footwear
- 10. Sleeping Gear
 - Dining Gear
 - Toiletries
 - Additional Gear

(Continued on next page)

11. Staff

- Arrival
- Pack down
- Accommodation
- Days Off
- Fees
- Laundry

14. General

- Visitors
- Banking
- Souvenirs
- Refreshments

The online publication of the Jamboree Information Guide is under the authority of the 23rd Aotearoa New Zealand Scout Jamboree – Jamboree Leadership Team (JLT).

Version Control - To ensure the latest information in this Guide, please refer to the version and date authority in each page footer.

Thank you and a BRAVO!

Volunteering is a complicated role that will test your endurance physically and mentally. It will test your patience when things go wrong. It's not easy, but it is a great time, and the sense of accomplishment you get at the end is terrific.

You and your fellow Leaders will support our Scouts for an adventurous, enjoyable, life-changing experience.

The National Programme influences the Jamboree, and the Programme design reinforces the Youth Leading - Adult Supporting partnership between young people and adults.

Providing opportunities for Scouts to lead, influence, inform, shape, design and contribute to their Jamboree journey is essential.

These rules and information guide you and help you understand everything we have signed up for.

Thanks for volunteering at the 23rd Aotearoa New Zealand Scout Jamboree! Have a great time!

Introduction and Basic Information

The 23rd Aotearoa New Zealand Scout Jamboree will be held from Sunday, 30 December 2023, to Sunday, 7 January 2024, at Mystery Creek Events Centre, 125 Mystery Creek Rd, Ohaupo, New Zealand, located south of Hamilton City.

The Jamboree phone number is 0800JAMBO23 (0800 52 62 62) and the Medical phone number is (+64) (0) 7 839 9499.

Troop Lines

Arrival and Setup

The excitement will begin as you travel to the Mystery Creek site and arrive in the Jamboree uniform.

It's crucial to remember that there is no hurry to arrive at Mystery Creek. The site will be open for entry for all participants on Saturday, 30 December.

NO site access will be available before 8:00 am, and there may be a delay waiting for safety checks to be completed by the Risk Team.

Please be patient on arrival day, as many excited Troops are arriving simultaneously, and getting everyone on site may take a while. Ensure you have a water bottle and a snack if you have to wait for your Troop to be processed.

Troops will be welcomed on their buses, individually walked to their site, and given welcome packs and ID cards (to be worn at all times). Entry to the Jamboree could be delayed if you must complete any incomplete prerequisite paperwork, so it's better to arrive well-prepared! Troop Support and the Jamboree Hub will help resolve any discrepancies.

Please note that only Troop Leaders, and one other, can collect their Troop's Registration Packs from The Hub.

If you travel in individual vehicles, you must meet at a predetermined location before Mystery Creek so that the Scouts and Adult Leaders can simultaneously arrive at the Jamboree site and be welcomed as one Troop.

The nearest airport for Troops arriving by air is Hamilton Airport, which is 1 km from the Mystery Creek Events Centre. For those participants arriving at Hamilton Airport after 8:00 am and before 6:00 pm, there will be a free shuttle to Mystery Creek. For those who will arrive before 8:00 am or after 6:00 pm, please email Chris Cox at chris.cox@jamboree.scouts.nz with your details.

Once your Troop site has been set up, consider supporting Troops that arrive later in the day. A welcome smile and help offer will go a long way to ensuring mutual support during your Jamboree.

There are no planned activities until 7:00 pm on Saturday, 30 December (the opening ceremony).

Pack down and Departures

Troops may not depart the Jamboree site until Sunday morning, 7 January 2024. For the safety of all, all Troops must respect the departure times. The last rations issued to Troops will be for breakfast on Sunday, 7 January 2024.

Vehicles may move on to the site on Sunday, 7 January 2024. Times for this will be advised during Jamboree as we gather departure information from each Troop, as we know troops will need to depart at different times for flights and ferry bookings.

The site will remain open till 5:00 pm, so there is no urgency to leave.

Enjoy the time collecting contact details for the friends you have made, swapping badges, and reflecting on the last nine days. Share stories of the experiences of Jamboree. After the Jamboree, your troop site must be left clean and tidy. Whatever you bring, you take away!

Each Troop site must be returned to its original state immediately. It is the Troop's responsibility to ensure this happens before leaving.

Regularly airing the ground under the tents will ensure the site returns to normal faster.

Each Troop must remove materials used for gateways and flagpoles from the site.

Note: Digging or removing turf will not be allowed. Only pegs can be used to secure gateways and flagpoles.

A site inspection and clearance must be obtained from the Camp Support and the Hub before a Troop is permitted to depart from the site.

Note: Troops that do not remove items at the end of the Jamboree may be subjected to an additional charge for rubbish removal. There will be no exceptions.

Laundry

Each Troop must provide a method for Scouts to do their laundry. This will be required for swimming gear used at Lake Karapiro/WATBOAPFLY Adventure to treat the Asian Gold Clam infestation on the Waikato River.

In previous Jamborees, we have seen some very ingenious ideas such as old agitator machines hooked up to a bicycle where the Scouts provide pedal power, and Handyman concrete mixers (plastic barrels with screw-on lids) which the Scouts can roll around. There's always the old faithful – large buckets/bowls in a row – wash, rinse, rinse.

The use of generators or petrol-powered washing machines is prohibited.

All wastewater from the Troop laundry must be disposed of only at the established wastewater points.

NOTE: Treatment of all swimming gear used at WATBOAPADFLY/Lake Karapiro for Asian Gold Clam biosecurity threat

Biosecurity New Zealand/Ministry for Primary Industries has issued a Controlled Area Notice for the Waikato River. This includes Lake Karapiro where the WATBOAPADFLY Adventure is being staged.

Biosecurity New Zealand/MPI has agreed to the following treatment approach for all swimming gear used by Scouts, Venturer Active and Adults supporting Patrols/Small Teams that come into contact with lake water:

- All swimming gear, including wet shoes, that have been exposed to water at Lake Karapiro will need to be put in a bag for each small team/patrol (and their accompanying adult if they get gear wet) when they leave the Water Base Activity.
- The bag with the gear will be transported to the Mystery Creek Jamboree Troop Site with the small team/patrol on their buses.
- The gear in the bag must be washed with normal washing powder/soap, preferably with hot water, rinsed and then dried fully by the Troop.
- Each Scout, Venturer Active and any accompanying Adult must wash their swimming gear, including wet shoes, at the Jamboree Troop site in hot water (higher than 45 degrees) when they return home.

Basic Gear Lists

An essential gear list for a Jamboree Troop of 44 (36 Scouts and 8 Adult Leaders) is detailed below. Ensure your gear is clearly marked with your Jamboree Troop name and site number, and include an inventory with it as well.

Pages of information detailing types of gear are available online (Time to Plan document). The information is not exhaustive, as every Troop will have different requirements.

Tents

- Provide sufficient tents to segregate adults, male and female Scouts, plus at least one store tent and a first aid/time-out tent.
- A large dining shelter or small marquee and a cooking shelter.

Suggested Cooking and Dining Equipment

Base your list on what you would typically take to a week or weekend Troop camp, then add in the requirements for making yourselves more comfortable and having food delivered every day, rubbish removed every day, not having to keep perishable food (as uneaten perishable food will be disposed of every day), and then double what you would generally take for cleaning.

Think about each meal and what you need to prepare, cook, and serve, such as large bowls, platters, tongs, and chopping boards. Do you provide glad wrap to wrap lunches, or will you have many bread roll bags to utilise?

Each Scout Group or Jamboree Troop will have a variety of gear available in their QM store and should utilise what they have to minimise costs.

Cooking Equipment

- Tables to mount stoves on / preparation and serving tables
- Gas burner stoves
- BBQ
- Large and small dixies (cooking pots)
- Frypans, toaster
- Utensils (for use with all of the above)
- Tongs, fish slices, serving spoons, wooden spoons for stirring
- Pot mitts and aprons
- Peelers, knives, can openers
- Chopping boards – enough for separating meat and vegetables
- Plastic buckets, plastic basins, plastic mixing bowls
- Containers for storing essential items (empty 2-litre ice cream containers with lids are ideal)
- Jugs (covered) for pouring water or cordial
- 20 L drink containers with taps
- Food covers

Dining Equipment

- Sufficient tables and chairs/forms to seat 44
- Salt and pepper shakers
- Plates, bowls, cups, knives, forks and spoons (either each person brings their own or the Troop provides enough)

Cleaning Equipment

- Bucket marked for scraping food scraps (lined with a plastic bag for ease of cleaning)
- Rubbish bag for used paper towels after wiping down plates
- Washing up basins
- Bucket for sanitising tea towels and cleaning cloths
- Dish scrubbers, goldilocks/scourers, and baking soda to help clean the burnt pots.

General Equipment

- Hammer and mixture of nails
- 2-ply lashing rope
- Large ball twine
- Spade
- Mallets
- Clothesline (incl. poles) and pegs
- 1 or 2 Extra sleeping bags
- Rubbish & recycling bins and bags
- FM battery-powered radio
- Steel peg extractor
- Fire extinguishers
- Pegs for boundary markers
- Flag pole
- Whiteboard and pens
- Trolley for collecting food and water
- Led lighting
- Sign-in/outboard

Personal Gear List

This list is not exhaustive, as everyone will have their requirements. Name **ALL** items with Personal Name and Troop Site Number.

Luggage

- 1 x pack or suitcase, covered plastic box, wooden box or cricket bag, something that will fit under your Camp Stretcher
- 1 x day pack
- 2 x drink bottles (about 1 litre each)

Uniform

- Full Scout uniform - silver shirt (or air/sea blue shirt) - including black shorts/trousers/shoes/socks

Clothes

This is the minimum required.

- 5 x changes of undergarments
- 1 x wide-brimmed sun hat with a string attached (no baseball caps as we adhere to be Sunwise policy)
- 1 x warm/woolly hat
- 3 x pairs of shorts
- 4 x collared shirts
- 1 x set of old clothing for Challenge Valley – these will get very dirty!
- 2 x pairs of long trousers
- 6 x pairs of socks (minimum)

Outerwear

- 1 x raincoat (waterproof)
- 1 x windproof jacket

Footwear

- 2 x pairs of closed-toed shoes
- 1 x pair of old shoes for Challenge Valley
- 1 x pair of gumboots
- 1 x pair of wet shoes, required for Lake Karāpiro (compulsory) - beach shoes that cover the whole foot and will stay on, lightweight and can get wet
- Optional: Jandals can be worn in the showers and Troop sites at the discretion of the Site Leader

Sleeping Gear

- 1 x sleeping bag
- 1 x inner sheet/liner
- 1 x stretcher
- 1 x pillow
- 1 x blanket
- 1 x pair pyjamas
- 1 x groundsheet if not provided in the tent

Dining gear (this is dependent on your Troop's requirements)

- 1 x ditty bag - 2 large plates (1 shallow, 1 deep) 1 knife, fork, spoon and teaspoon, 1 mug
- 2 x tea towels

Toiletries

- 3 x towels
- 1x toilet bag containing:
 - Soap
 - Shampoo and conditioner
 - Hairbrush or comb
 - Deodorant (not aerosol)
 - Toothbrush and toothpaste
 - Females: Sanitary Supplies

Additional Gear

- Sunglasses
- Personal First Aid Kit and medications (to be carried in daypack)
- 1 x container for swap badges
- Sunscreen and Insect repellent (not aerosol)
- Swimming gear – togs, rash shirt (no cotton will be allowed), wet/beach shoes or shoes to be used in the water (compulsory no bare feet) – . Note: Swim Gear - must cover the shoulders and midriff. Rash Shirt (as sun protection is compulsory)
- Photographic equipment (optional)
- Bags for dirty washing
- Lunch box
- Laundry/ washing powder (check with your Troop)

- 3 x clean and empty 1.5-litre plastic bottles (preferably Coca-Cola brand because it will work best – can be shared between small team/patrol members. (The plastic bottles are for the water-based activity)
- 6 x 300-420g empty tins (e.g. small spaghetti tins) – can be shared by each small team/patrol in a Jamboree Troop. (The empty tins are for the MasterChef activity)
- Medication (if any)

Please note the requirements for empty plastic bottles and small tin cans are for New Zealand-based participants. International participants will be catered to due to New Zealand biosecurity border restrictions. However, to help, we welcome assistance with any extra empty plastic bottles and small tin cans to be dropped off at The Hub on arrival at the Jamboree.

Staff

Arrival

As Staff, you can arrive after noon on Friday, 29 December. Some staff will be required to come on Boxing Day and most of the Adventure Directorate Staff are required if possible for Thursday, 28 December 2023. Your Managers will confirm when they need your arrival for briefing and setup and which days you will have off.

Note: There will be an onsite Jamboree Staff meeting at 5:00 pm on Friday, 29 December 2023, followed by dinner. Please attend if you can make it.

It is vital to let your Manager know your plans and to adhere to arrival dates and times so that registration, catering, medical, camping and safety personnel are in place to process your arrival. Checking in onsite before your assigned arrival date will not be allowed.

When you arrive at the Jamboree site for the first time, you should... [go to the registration desk in the Hub and then to the Staff Camp (first seeing the Staff Camp Manager) to set up your tent/ park your Caravan?]

Pack down

The conclusion of the Jamboree activity days is Saturday, 6 January. Arrangements should be made to return all equipment to the Procurement area in the Pavillion before departure. All Staff should confirm with their Managers that everything is in order. Any pack down that can occur while the Scouts are on site can occur. Some Staff may be scheduled to remain later than Sunday, 7 January, to accomplish pack-down tasks.

Accommodation

Staff will be camping together on the Mystery Creek site. As you can expect, the Staff Camp will be about the same size as a Youth Site!

We will need each Staff Member to register/book a site for your tent or caravan to ensure the Staff Camp will be big enough for everyone.

The Staff Camp area must follow the same rules applied to Troop sites. This includes tent spacing, fire precautions, and maximum structure heights.

We require the information to assist us in planning the Staff Camp area. Please complete the Google form with as much of this information as possible, help that Camp Support has a rough idea of the size needed.

We have limited space in the Staff Camp area, and we would like to promote the sharing of tents as much as possible. If you have a large tent and are the only one in it and would like to share the space with someone, please let us know in the form, and we can put you in contact with someone who requires some accommodation at the Jamboree if you need your personal space, please be mindful of the size of tent you are bringing as well.

To save on doubled-up information you are sharing with someone, please can just one person register a site and then list the others you are sharing within the space on the form.

Please follow the link to a Google form: <https://forms.gle/h7MjS5Lwxkuzuj1CA>

If you cannot access the Google form, please email staffcamp@jamboree.scouts.nz and we can send you a Word or PDF Document to fill in.

Days Off

It is crucial that, as Staff, you take your designated day off. Talk to your Manager if you want to swap your day off with someone on your team.

Note for Adventure Directorate Staff (except JST): The day off will be on 1 January 2024 for most staff. Managers will discuss with you if you need to take a break outside of this time (including for events etc. on New Year's Day)

Your day off will allow you to look around the sites, meet with other Staff and Leaders for a relaxing coffee or chill out and read a book. Shuttles will be running from the Jamboree site to

Hamilton — more details to be advised. Check with the Jamboree Hub to see what's available, or head down to the Leaders Café.

Fees

Staff fee of \$495 covers all meals from arrival to departure of the Jamboree. It also covers a Staff t-shirt, ID lanyard, scarf, and Jamboree badge.

You **MUST** wear your Jamboree ID lanyard and scarf correctly when onsite.

Part-time Staff pay a fee of \$40, which covers the cost of an ID card, a T-shirt and a small admin charge.

If part-time Staff require additional services from the Jamboree, typically meals, they must pay for them. The charges for meals are:

- Breakfast \$20
- Lunch \$15
- Dinner \$35

The easiest way to pay for these is to buy the meals needed when you arrive at the Jamboree (check-in in the Hub). Upon payment, your ID card will be updated to allow you into the Staff Dining Hall for your purchased meals.

For those who want lunch and will be off-site, the food to make a packed lunch will be available at breakfast.

Note: only breakfast is available on Sunday, 7 January (the pack-out day).

There is no charge for staying on the site overnight.

Laundry

There will be washing machines only available for Staff to use. Please bring along a clothes airer and pegs as other options.

General

Visitors

There will be only one open visitors day at the 23rd Aotearoa New Zealand Scout Jamboree. The visitors or open day is planned for Monday, 1 January 2024, between 10:00 am and 2:00 pm.

Visitors planning to visit the Jamboree should communicate with their Scout's Troop Leader or appropriate Jamboree Leadership Team directors or managers about their plan to visit the Jamboree site.

Banking

The onsite Café will have Eftpos but will not have a 'cash out' facility. Please note that there are no cash machines or other banking facilities at Mystery Creek. The nearest banking facilities are in Glenview, Hamilton or Cambridge.

Souvenirs

The Café will stock a limited range of Jamboree Souvenirs. These range from badges to specially branded items ideal as gifts.

Refreshments

A range of soft drinks, snack foods, coffee and ice creams will be available for purchase by Jamboree participants.

Note: no energy drinks will be available for Scouts to purchase.