



Position Description GM2016 PATROL GUIDER

Guiding Mosaic 2016, the 13th National Girl Guide Camp, will be held at Camp Woods in Sylvan Lake, Alberta, from July 9-17, 2016. The National Camp will bring more than 2,200 Pathfinders, Rangers and Guiders, from across Canada and from around the world together in nine action-packed days of fun, learning, adventure and friendship.

Camp participants will attend as members of a patrol. Unit Guiders wishing to bring a patrol and individual members who want to attend Guiding Mosaic 2016 will complete an 'Intent to Attend' form available on the GM2016 website <http://www.guidingmosaic.com/> to pre-register. Once patrols are complete, a patrol number will be assigned and the Patrol Guider will be invited to continue the step by step registration process for members in her patrol. Detailed step by step instructions will be provided.

Each patrol will have a Responsible Patrol Guider and other Patrol Guider(s), as required to maintain ratio.

Patrols will live on pre-assigned camp villages and will have a pre-determined camp site size to setup their patrol tents. Patrols will be 'living' beside other patrols on their camp village and each camp village will hold a mix of approximately 200+ campers from across Canada and around the world.

The overall camp goals are as follows:

- GM2016 will deliver an inspiring and amazing camping experience that will excite, energize and enable girls to be confident, resourceful, and courageous and engage them to make a difference in the world;
- GM2016 will offer a safe, successful, inclusive, and exceptional camping experience;
- GM2016 will celebrate the heritage and diversity of Canada while providing an opportunity for international campers to showcase their nationalities and culture to Canadian Guiding;
- GM2016 will build a sense of nation-wide community within Canadian Guiding and enhance the international Guiding/Scouting community within WAGGGS;
- GM2016 will have girl input, be girl-centred, be program and activity based, and provide opportunities for leadership development, while providing outdoor fun-filled experiences;
- GM2016 will provide extraordinary challenging opportunities for senior level girl campers who wish to engage in an off-site camping adventure; and
- GM2016 will be cost neutral to Girl Guides of Canada.

Pre-Requisites for a Patrol Guider at GM2016:

Must be a registered adult member with a valid PRC and current Safe Guide training.

Each girl and adult patrol member must have a minimum of 4 (four) nights in tents, with at least two consecutive nights in tents prior to the camp.

A camp skills training will be developed and it will be mandatory for all patrol members (girls and adults) to attend and participate prior to GM2016.



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Words of Wisdom

Although this is not a camp skills based camp, the principle behind these pre-requisites is that patrols are adequately prepared to camp in tents for nine (9) days / eight (8) nights and knowledgeable about basic camping skills that are required for a multi-day national camp. It will also be important that patrols get to know each other prior to camp so they have a pleasant and memorable camping experience at GM2016.

The GM2016 experience is intended for Pathfinders and Rangers. This includes:

- Girls registered as Pathfinders in the 2015-2016 Guiding year
- Girls registered as Pathfinders in the 2016-2017 Guiding year
- Girls registered as Rangers in the 2015-2016 Guiding year and who will be a maximum age of 18 during the event
- Girls registered as Rangers in the 2016-2017 Guiding year

International Girls must be at least 12 years of age and under 18 years of age as of June 30, 2016.

In all cases, it is expected that Patrol Guiders will ensure that youth participants have the appropriate knowledge and skills to contribute successfully to a nine day camping experience and are adequately prepared and physically capable of participating in the program activities chosen.

To enable this to happen included below are the qualifications, responsibilities, and expectations the Patrol Guider team should have to ensure a successful outcome and great national camping experience.

Patrol Guider Qualifications for GM2016

Current Safe Guide activity planning and safety management must be followed. While there are no mandatory camp qualification requirements for Patrol Guiders, there are benefits in having OAL tent camping training or equivalent camping skills. Some camp skills training will be provided prior to GM2016 in the mandatory pre-camp training.

First Aid – Each patrol must have at least one Guider with current and valid Emergency or Standard First Aid certification and this must be recorded in iMIS. Each patrol must bring a well-stocked first aid kit to camp.

Patrol Guiders must be comfortable leading and preparing a group of youth members for a multi-day national camp. They must be able to facilitate travel to and from the camp. They should be adaptable and prepared to cope with physically and emotionally challenging experiences.

Patrol Guiders should have good organizational and administrative aptitude.

Your responsibilities as a Patrol Guider – General

- Provide responsible leadership for your patrol
- Adhere to the Code of Conduct



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- Create a safe environment for girls, both emotional and physical
- Communicate with parents/guardians
- Foster and maintain good relationships with your Council, peers, camp leadership team and core crew, other Guiders, and the public
- Take reasonable precautions to ensure that your behaviour with children and adults is not open to misinterpretation or accusations of mistreatment or abuse

Expectations of the Patrol Guider – General

- Duty of Care.
- Be knowledgeable and follow Safe Guide protocol.

For more information about your role as a “Unit” Guider and Safe Guide, please refer to the resource documents that can be found under the GGC national website by following this link: <http://forms.girlguides.ca/GuiderResources/SitePages/Home.aspx>

Your role and responsibilities as a Patrol Guider – Pre-Camp GM2016

Ensure that Safe Guide ratio is maintained at all times for all activities pre and at camp. GM2016 cannot sustain adult ratio over than what is required by Safe Guide policy.

- With other Guider(s), lead a patrol of youth members registered either in Pathfinders or Rangers, drawn either from your unit(s) or from Area or Province. Ensure that all girls have the opportunity to get to know each other prior to camp, and that they all feel welcomed and integrated into her camp patrol.
- If international guests are integrated into your patrol make sure that your patrol has communication prior to camp to build excitement and a sense of belonging. This is a very unique opportunity for all involved.
- Complete an SG.8 (Travel Preauthorization), if applicable.
- Complete all required Safe Guide forms to attend GM2016.
- Ensure that all patrol members’ Swim Tests (for swimming and boating) are entered into iMIS before program selection for GM2016 begins.
- Complete the GM2016 patrol pre-registration ‘Intent to Attend’ form.
- Support your patrol with the GM2016 registration and program selection process by:
 - Registering your patrol to attend GM2016 through the national GM2016 interface.
 - Ensuring camp fees are paid by the posted deadlines.
 - Ensuring all required forms are thoroughly completed and submitted on time. A detailed list of forms and their deadlines will be provided.
 - Responding to queries and assisting your patrol with the selection of program options.



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- Inputting patrol out-trip selection and all program selection for each patrol member, as per her personal choices, along with all associated activity waivers completed and submitted, by posted deadline.
- Run and review reports regularly to help monitor that patrol payments and program and out-trip selections are entered by the posted deadlines.
- Maintain copies of all up-to-date documentation and proper accounting of all patrol funds. This should be made available to parents/guardians upon request.
- Be aware of the various fund raising opportunities available to your patrol such as national "[Cookies All Stars](#)" initiative and any others at the provincial, area, district and community levels. Your GM2016 Provincial Liaison and Commissioner/ACL can be of assistance.
- Coordinate and manage patrol fund raising efforts and initiatives according to GGC policies and procedures.
- Attend GM2016 information meetings and trainings that are organized in your community.
- Plan and hold information meetings at regular intervals for your patrol and parents/guardians to provide updated GM2016 information and patrol status reports.
- Participate in mandatory GM2016 pre-camp training with your patrol to prepare for the rigours of a nine-day camp.
- Ensure the girls in your patrol are adequately prepared and equipped to fully participate in the camp program and activities and camp life. This also applies for any International participants you integrate into your patrol – you may have to provide camping gear and equipment such as tent(s) and sleeping bags.
- Coordinate and organize return travel and transportation arrangements for your patrol to and from camp following Safe Guide procedures.
- As part of the registration process, ensure that the GM2016 travel team are aware of your patrol's travel itinerary and schedule.
- Ensure that parents/guardians know they are responsible for any medical fees not covered by medical insurance, i.e., prescriptions, eyeglass repair, dental care. All camp participants from out of province must ensure that adequate medical insurance is provided.
- Ensure that contingency plans have been put in place such as having a fully prepared alternate Guider willing to be on the side line prepared to step in at any time and having a contingency or emergency fund available should this be required.
- Ensure that all GM2016 related questions are directed to your GM2016 Provincial Liaison or to GM2016 Camp Office via the [GM2016 website](#).



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Your role and responsibilities as a Patrol Guider – At Camp GM2016

The Patrol Guider's primary responsibility and accountability at camp is to all the youth members of her patrol. You are responsible for the health and welfare of your patrol for the entire duration of the camp. The Responsible (Patrol) Guider will be the main contact between your patrol and the camp leadership team.

- Ensure that your patrol is fully aware and follow all GM2016 camp rules and regulations and camp procedures as governed by Safe Guide.
- Ensure that your patrol abides by the GGC Code of Conduct and that all are aware of the consequences of a serious breach.
- Have a copy of all important patrol documentation with you at camp including, but not limited to:
 - Travel documents
 - Passports
 - Health Forms
 - Individual patrol members' camp program
- Ensure confidentiality of all documents in your care.
- Ensure that your entire patrol is registered upon arrival at camp.
- Ensure that your patrol attends the GM2016 site orientation on camp arrival day.
- Ensure that your entire patrol participates in the camp emergency evacuation drill.
- Ensure that each member of your patrol attends and fully participates in her designated camp program.
- Monitor your patrol regularly to ensure they are eating well, getting enough sleep, and are healthy and generally having a good camping experience.
- Be Ready to Help – Patrol Guiders are required to attend each program activity with their girls, and if necessary, may be asked to assist in running the activity rather than participating. Program session leaders will allow Patrol Guider participation when:
 - all youth participants can be accommodated;
 - Patrol Guider's fitness ability allows for their safe participation; and
 - there are sufficient program session leaders to run the activity without the Patrol Guider's assistance.

Program and Resources for Patrol Guiders at GM2016

- GM2016 will provide all Patrol Guiders with the opportunity to attend and participate in drop-in adult training and program sessions as long as their patrol has adequate supervision.
- It is the intention of GM2016 to provide resources at camp for all adults, Patrol Guiders and youth members such as:



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- o Adult Wellness Centre 'Take Five' respite centre / Relax-Inn
- o Youth Wellness and Activity Centre
- o Conflict and crisis management services
- o Core Crew support services
- o Camp participant support services
- o Girl Protection services
- o Special Needs' support services

Your role and responsibilities as a Patrol Guider – Post Camp GM2016

- Hold a debrief session with all your patrol shortly after the camp. Any lessons-learned should be shared with the camp leadership team through the GM2016 website to be considered for the next national camp.
- Ensure that all patrol members participate in the GM2016 camp evaluation.
- Ensure that your patrol thanks everyone who supported and contributed to your patrol's attendance at the GM2016 national camp event.
- Share your experience with your Guiding community.

Fee: \$1,050 + 5% GST (AB) plus travel, equipment, and other personal camp-related expenses
Fee (Ranger Adventure Program): \$1,200 + 5% GST (AB) plus travel, equipment, and other personal camp-related expenses.