



Frequently Asked Questions

Offer of Service (OOS) Registration

I have never been an OOS before – can I sign up?

Absolutely!!! While some jobs require specific skills (i.e. medical, drivers), most will come with on-the-job training.

When is the event?

PJ 2019 will take place July 6 – 13, 2019 at Camp Barnard in Sooke, close to Victoria BC. You should, however plan on being at camp earlier depending on your role at PJ19. The details of when you are expected to be at camp to begin your OOS role will come from the department head after you have registered and been assigned to a department. Generally, you should plan on arriving at Camp July 2nd. See www.campbarnard.ca for information on Camp Barnard.

At what age can Youth be OOS?

In order for youth to be an OOS at PJ2019 they have to be fifteen (15) years of age as of July 6, 2019.

What will be the cost?

The registration fee for OOS is **\$395 CANADIAN per person**; payable in two installments if you want, or as one payment at time of Registration:

- **\$200** paid at time of Registration – Please send in within 30 days of receipt of Welcome Letter from the PJ2019 OOS Registrar;
- **\$195** (plus cost for extra ordered t-shirts) paid by March 1, 2019.

Please mail your installment (or entire amount) to:

Scouts Canada Pacific Jamboree
505 Marigold Road, Victoria, BC V8Z 4R5

Remember to quote your
OOS number on the
cheque

Cheques (or bank draft or money order) should be made payable to **Scouts Canada Pacific Jamboree**. Electronic transfers are accepted for OOS registrations (not for Patrols). Details for payment by electronic transfer are included in the Welcome Letter from the PJ2019 OOS Registrar.



What is the Cancellation Policy if an OOS has to cancel?

We recognize that situations may arise after an OOS registers and have developed the following policy to address this:

- Full refund for any cancellation up to April 30, 2019;
- Full refund, minus a \$50 Administration fee, for any cancellation from May 1 – May 31, 2019;
- 50% refund for any cancellation from June 1; and
- No refund after July 1, 2019 except by approval of the Camp Chief.

Registration Details

The registration form is available at <https://www.pacificjamboree.ca/registration/oos-registration/>

There is no paper registration form. A Help file is provided in this document to assist in the Registration Process.

You'll need:

- Your myscouts number (International, W.A.G.S., and non-Scouts Canada member OOS use '000000' as a myscouts number when you register, a new number will be issued once your registration is complete),
- The email contact information for the OOS volunteer,
- The email contact information for the parent of each youth OOS volunteer,
- A colour digital photo (requirements listed on the form).

Remember your userid and password – the Registration team has no ability to reset passwords.

The form is editable until March 31, 2019 – you can get started, save and come back to continue or make changes. The form will not submit without some mandatory information (such as photo and email info see 'Registration Process' below). Once your form is complete you may 'submit'. The Registration Team will review your form and either contact the you with questions or register you if everything is in order.

How will I know if my registration has been received and completed?

You will receive an automated confirmation notice when you have submitted a completed registration online. Once the registration information has been confirmed, the



OOS registrar will assign an OOS # and initial assignment depending on choices made in registration. You will receive a “PJ2019 – Welcome to OOS!” letter which includes important information (assignment, OOS#, payment information). It is important to keep the welcome letter in a safe place because it contains information you may need at a later stage (such as OOS#).

Category 3 Parent/Guardian Consent Forms

In February 2019, the registration form will have another field added to allow for Category 3 permission forms to be uploaded. PJ, being a 7 night event, requires Category 3 forms for all youth. These forms must be scanned and uploaded as one document into the Registration form. Deadline for Category 3 forms to be uploaded to the Registration form is April 1, 2019.

IMPORTANT - ALL YOUTH MUST HAVE a category 3 permission form uploaded to the Registration form by April 1, 2019 in order to be permitted to attend PJ. No youth can participate in PJ without one.

Screening and Training Requirements

Specific training is required for all OOS in order participate in PJ. These requirements are listed on the PJ website and in the PJ Registration form.

NOTE: International OOS documentation requirements are found on the International FAQ

There will be no provision for completing the training at PJ.

All requirements must be met prior to April 1, 2019. Make sure everything is completed in enough time for it to be reflected in myscouts in April 2019.

For Scouts Canada members:

Adult OOS (individuals 18 years old or older at the time of PJ)

1. Must be ‘active’ in myscouts for the duration of the event including any travel time before and after.
2. Wood Badge I for The Canadian Path is the required training for Canadian OOS attending PJ 2019. This requirement is not precluded by a Section specific Wood Badge II course.



All OOS attending PJ 2019 (even the most experienced Scout Scouters with WBII Scouts) will be required to have completed Wood Badge I for The Canadian Path by April 1st 2019.

For those needing to complete it, the Wood Badge I for The Canadian Path course is currently available online at the David Huestis Learning Centre:

- To select the Wood Badge I for The Canadian Path course packages first log into myscouts.ca, then select DAVID HUESTIS Learning Centre (on the left side of the window) which should open a new tab or window in your browser that is titled My Learning Gateway.
- Click on the Course Catalogue, select Scouts Canada Training in the Subject box, Wood Badge I for The Canadian Path in the Topic Box, and your language of choice in the Language box.
- You can then select Request Package Wood Badge I for The Canadian Path.

As of September 1, 2018, there are 15 parts to the course. The online course can be done at your own pace.

Local in-person Wood Badge I for The Canadian Path courses may also be available in your Area. Contact your Group Commissioner or local Area Commissioner to get more information about this option.

Youth OOS (individuals 15 – 17 years old at the time of PJ)

1. Youth must be 'active' in myscouts for the duration of the Jamboree
2. Youth must be interviewed by a local Commissioner (Group/Area/Council Commissioner) as per standard screening for Scouters under 18. (Scouts Canada Volunteer Screening Policy www.scouts.ca/wp-content/uploads/safety/SC-CYC-VolunteerScreeningPolicy-eng.pdf). Once completed, the Commissioner must enter the information into myscouts.
3. Signed Youth Code of Conduct
4. Complete in Scouting Fundamentals (Volunteer Ready) which includes Respect in Sport and Accessibility training.
5. **Wood Badge I for The Canadian Path is the required training for Canadian OOS and Scouters** including Youth Scouters attending PJ 2019. This requirement is not precluded by a Section specific Wood Badge II course.



Myscouts records for all Scouts Canada OOS will be reviewed prior to PJ for screening and training requirements. Plan Ahead! Make sure your requirements are completed in enough time for them to be reflected in myscouts in April 2019.

IMPORTANT - No OOS can participate in PJ without having met the Screening and Training Requirements prior to the deadline.

Photo Requirements

Digital photos are required for all OOS attending PJ – these photos must be uploaded to the registration form and will be used for Identification purposes. Each OOS will be required to wear an id tag with their photo on it while on site at Camp Barnard and while participating in Adventures.

The photo must be colour, head and shoulders, forward facing and no hat or sunglasses obscuring the face. Photos that do not meet these requirements will not be accepted.

Why are email addresses and parent email addresses for all youth required?

We are doing this to ensure we have as complete and accurate Health and nutritional requirement information as possible. We are working with a local firm to gather the information securely and accurately through an on-line system called ePACT. We require individual email addresses to provide access to ePACT and to follow-up on any information as required.

This software was successfully used for the Adventure 2014 Jamboree, Pacific Jamboree 2015 and Canadian Jamboree 2017. We plan to start collecting the information with this system in early 2019. Each registered participant (parent email for youth) will be sent a unique URL for the purposes of entering their health and nutritional information.



How do I get there?

A Transport FAQ is available on the Pacific Jamboree website.

By Air: For those arriving by Air, Victoria International Airport is located approximately 2 hours from Camp Barnard. Information on the Airport may be found at www.victoriaairport.ca.

Note: PJ2019 Management has obtained a Discount Code for WestJet – email ootregistrar.pj@scouts.ca for the code.

By Road: For those arranging their own transportation and driving from the Victoria area, Camp Barnard is located approximately 1 hour drive from Victoria. Location information can be found on Camp Barnard's web site www.campbarnard.ca under the **Contact** Tab.

By Ferry: Note: BC Ferries offers discounts for groups of 10 or more and information can be found at <http://www.bcferrries.com/res/group.html> for information on Group Rates directly with BC Ferries.

- **Swartz Bay:** For those arranging their own Bus or Car Transportation from Vancouver, Camp Barnard is located approximately 2 hours drive from Swartz Bay Terminal. Information on the Terminal may be found at www.bcferrries.com.
- **Departure Bay:** For those arranging their own Bus or Car Transportation from Vancouver's North Shore, Camp Barnard is located approximately a 3-hour drive from Departure Terminal which is in Nanaimo. Information on the Terminal may be found at www.bcferrries.com

Will transportation from the Ferry and Airports be available?

Yes, arrangements are underway to transport OOS and their gear between the Victoria and Nanaimo ferry terminals as well as from the Victoria Airport to Camp Barnard.

You should indicate your travel plans in your registration form. If your plans change, update your registration form. The Transport team will be contacting the each OOS with details around their indicated travel plans. The Transportation FAQ will provide details on the options available.



Is there parking?

There is limited parking available, approximately 1,500 m from the campsite. Please car pool as much as possible. If you plan to park in the parking lot, once your car is parked, it will remain in that spot for the duration of camp.

No vehicles will be permitted on the camp site after the start of PJ.

Will trailers be allowed?

You may use a trailer to bring your gear and equipment to the main loading area. Trailers cannot be left at the camp sites during the event. We do not have facilities to allow the use of camper trailers or RVs.

Camping and Facilities

What is the distance from the drop off area to the furthest possible site?

All sites are accessible by gravel roads or paths. Most sites will be a walk of 500 m to 1000 m from your drop-off point depending on where you will be staying. i.e. in the OOS camping area, Sub Camps or another Program area.

What are distances to showers and washrooms?

Showers and port-a-potties or sheltered pit toilets are available within 500 m to 750 m of most camp sites and are within 100 m in the OOS Camping area.

Do we have to bring our own tents and other camping equipment?

Yes, OOS are required to bring all their own camping gear (tent, sleeping bag and mat, pillow) as well as personal effects. Everything must be transported to and from the OOS campsite by hand, so be sure that you are able to carry your gear and equipment. Cooking equipment / dishes are NOT required as all meals are included. DO bring a water bottle and mug.

What are the restrictions on the site?

No fireworks. No generators. No open fires. Please see the Participant Information Guide (available in early 2019) for more rules and regulations.

Will we be able to swim at the Jamboree?

The swimming beach at Camp Barnard will be open. Hours of operation for OOS will be posted.



Is there a set fee for food?

No, all food costs for OOS are included in the OOS fee. The meal plan begins Monday, July 1st, 2019 for dinner and will end with lunch on July 14th, 2019.

What medical and dental facilities will be available?

Our Medical Services team will have access to doctors and dentists.

What is the uniform for this event?

There is no formal uniform for the event, other than the PJ2019 Neckerchief and t-shirt, which OOSs will receive when they check in at the OOS registration station for PJ2019.

Will my cell phone work at the campsite?

Camp Barnard is served by cellular service offered by Bell Mobility and TELUS with LTE coverage. The signal is fair throughout the camp, however we expect the single tower to be overloaded quickly, so you should not count on being able to use your cell phone at Camp Barnard like you would at home. The general vicinity of Camp Barnard, while served by Rogers, has very spotty coverage throughout the

Camp. We strongly suggest that OOS share a cell phone at camp wherever possible because of the single cellular tower. We have found at past camps that as more phones connect, it becomes nearly impossible for anyone to use the service. Emergency in-bound and out-bound calling has been provided for.

Is electricity available to charge cell phones, iPads, medical devices, etc.?

Please see the question above about cellular signals. Facilities will be available at Camp Barnard for charging Cell phones at a nominal fee. It is best if OOS are self-reliant charging in keeping with the challenge of equipping for a week-long backpacking trip (e.g. portable or solar charging unit). If you require a battery for a CPAP or other medical device/mobility devices you are requested to provide your own. Provision will be made for re-charging such batteries at Camp. Please add a comment (in the Additional Comments Section of your registration form) if you require charging of batteries for medical or mobility devices.



I want to order extra t-shirts but I've already paid my registration.

If you would like additional Tee Shirts that you did not order at time of Registration, please email your name, OOS#, shirt size and OOS department assignment to visitorservices.pj@scouts.ca and follow up with payment by cheque / e-transfer (\$15 per shirt) as per instructions for registration (at top of this document and also in your Welcome letter).

What other expenses should we plan for?

Plan to bring spending money for incidentals and souvenirs. For International attendees, please have Canadian funds as PJ is unable to provide currency exchange.

Can credit cards, chip cards, and/or debit cards be used at PJ2019?

Yes, credit and/or debit cards will be accepted at the Scout Shop and other vendors, however cash (Canadian funds) is always accepted.

Will there be an internet café?

Yes, we expect to have limited capacity to give OOS internet access. More information will be provided closer to the event.

Will there be any programs specifically for OOS?

Yes! The organizers of PJ2019 are working on providing a very interesting Indaba program for OOS and Participant Scouters. Stay tuned—more details to come.

Is there a Facebook page where I can link up with other OOS?

Yes, it can be found at <https://www.facebook.com/groups/AvalonPJ2011/>.



NOTICES

Read this Document

Please read these instructions prior to completing the Registration Forms. This document can be saved as a file on your computer and/or printed.

PJ'19 Privacy Statement

Scouts Canada will use the personal information obtained from youth and adult participants only for the purpose for which it was collected and will not disclose the information for other purposes, except as required by law. All such information will be maintained in a secure manner to ensure that its use is limited to the purpose for which it was collected.

Photography at This Event

Please be aware that photographs and videos will be taken at PJ 2019. By registering for PJ 2019 and entering the jamboree site you agree that your image can be used for Scouts Canada promotional material as well as media relations.

The photographs taken can be used by Scouts Canada in various promotional media including newsletters, leaflets, and posters. Photographs may also be circulated to the media. The photographs and video may also be used to promote Scouts Canada as well as on the Scouts Canada website. Photographs and video taken at this event will be kept on file for future use.

If you feel anyone is taking inappropriate photographs or video, please report this to the Camp Chief.



All Offers of Service are required to complete and submit the following forms.
Note - These forms will be available through the ePact System in early 2019.

1. The **Food** Form - must be completed and submitted even if there are no special food requirements. Form must be submitted no later than April 30, 2019. Print a copy of this completed form and bring it with you to camp.
2. The **Medical Information and Fitness** Form – must be completed and submitted even if there are no allergies, medical conditions, or illnesses. Form must be submitted no later than April 30, 2019. Print a copy of this completed form and bring it with you to camp.
3. The **Medication List** - must be completed by those participants who are required to take medication (self-administered or other) at the camp during the jamboree. Form must be submitted no later than April 30, 2019. Print a copy of this completed form and bring it with you to camp.

Should your medications change after you submit your form, please make sure to amend the form that you bring to the Jamboree.

4. The **Parent/Guardian Consent** Form – must be completed and signed by the OOS's parent or legal guardian if the OOS will be under the age of 19 as of July 6, 2019. The parent or guardian of OOS under the age of 19 must also review the Food Form, the Medical Information and Fitness Form and the Medication List.

NOTE: if you are not able to scan and email this consent form, please print and have it signed by the parent/guardian and bring it to camp along with printed copies of the above three (3) forms as applicable.



Help for on-line registration

General Comments – We have tried to make this as simple and as complete as possible, however we are dealing with a Registration software that was developed in the US so we have to live with some inconsistencies and odd issues. Please email osregistrar.pj@scouts.ca with any questions and we will guide you through.

NOTE: International OOS require extra documentation which can be downloaded in the fields indicated at the end of the registration form.

All items marked with a **RED *** are required fields and must be entered.

***Affirmation** – There is some training which is required and outlined on the registration form. “Yes” means you either have the training or will have it completed by April 1, 2019. “No” will result in a follow-up email from the Registrar regarding next steps.

***First Name** – Enter your official first name – if you want to be referred to as something else on your name tag you can do that below.

***Last Name** – Enter your last name.

***Alternate First Name** – Enter the name you wish to use at camp.

***Email Address** – as the registration process is online and we will be communicating and sending you a confirmation by email, we need your email address. If at anytime your email changes, please inform the Registrar immediately at osregistrar.pj@scouts.ca with your updated email address. **Please Note: Email communication will be used during the placement process and sharing of Team information so it is essential that you use a current email that that you check regularly.**

***Confirm Email address** – as per previous note to make sure you did not make an error in your entry.

***Please enter your Scouts Canada myscouts number. If you are not a Scouts Canada Member, please enter your Scouting ID # or “00000” if you do not have one.** As per Scouts Canada policy, all Scouts Canada member OOS have to have a current and Active profile in myscouts

***Please enter your Date of Birth.** Enter your date of birth.



***If you are 18 or younger – Please provide a parent/guardian email address.** This is required for communicating with youth before PJ2019.

***Address 1** – as we may need to send out additional information in the regular mail for follow up we need your postal address. Enter your Address – you should have lots of room (50 Characters) so just keep typing.

***City** – as above, enter your City.

***Province** – as above, enter your Province. If you are from the US or another country, enter your State, Province or Territory in the *Province field.

***Country** – choose from the drop down menu. Canada is the second choice.

***Zip Code** – enter your Postal Code if in Canada or your country's Zip or other Postal Code. **Note: Please enter Postal Code without a space ex. V8N1Z9**

Main Phone – enter a contact phone number with Area Code if you have one.

Cell Phone – enter a contact cell phone number with Area Code if you have one.

***Preferred method of communication** – This will be how PJ staff are able to quickly get in touch with you when you are at PJ.

***Were you recruited for a role at PJ2019?** Please select Yes or No if you were recruited or not for a specific role at PJ2019.

Please enter the name of the person who recruited you if applicable. Enter the name of the person who recruited you. If their name is not in the drop down menu, enter it in the Comment section.

***If you were not recruited for a role at PJ2019, please select the area that you would like to work in or the area that includes your interests or skills.** In order for us to place you in the right department for PJ2019 we require information on where you would like to work or the skills that you bring to PJ. Choose from the options provided – you can make up to 3 choices. **Note: While every attempt will be made to place you in the first area you choose, this might not be possible.**

