

Oljato Preparation

The below list of roles and responsibilities is offered to streamline the Oljato planning process. Roles are broken down to manageable pieces to avoid overtaxing any individual or group of volunteers. Stakeholders will meet for a few sessions in months prior to camp to plan and track progress.

To ensure participation (*this is key*), each patrol must provide at least

- 1 adult lead to attend a week at Oljato
- 1 Oljato volunteer positions below (can be same person as adult Oljato lead)
- 2 adult drivers/participants on Kaiser hike (can be same as adult Oljato leads)
- All 2nd and 3rd year scouts register for Oljato as part of troop registration (Aug)

Position descriptions:

1. Oljato Lead

(Prereqs: Oljato experience, planning)

- Roles - Instruct patrol leads to identify Oljato volunteers (Aug)
- Assign roles to Adult Volunteers designated by patrol leads (Aug)
- Register troop for 2 weeks at Oljato on PacSky website (Aug)
- Prepare/Publish calendar (w camp dates)
- Schedule/Announce/Host Oljato Planning meetings (x3 - Jan, Mar, May)
- Schedule/Announce/Host New Family orientation (x1 May)

2. Oljato Recruitment

(Prereqs: communicative, organized, responsive)

- Roles - Instruct patrol leads to identify Oljato volunteers (Aug)
- Track adult participation by patrol
- Participate in Oljato planning meetings (x3)
- Participate in New Family orientation (x1)
- Draft / Distribute Flyers & supporting docs
- Draft / Distribute Reg forms
- Promote camp to all T57 scouts (Aug)
- Ensure all 2nd and 3rd year scouts register for Oljato (Aug)
- Promote camp to incoming webelo scouts at pack meetings (50 & 57)

3. Oljato Registrar

(Prereqs: organized, responsive, on-line tool skills)

- Roles - Participate in Oljato planning meetings (x3)
- Participate in New Family orientation (x1)
- Create/maintain/share driver/rider transportation list
- Distribute fliers and Forms early Jan

Distribute reminders in Jan
Collect registrations by Feb 28 deadline
Prepare Emergency Contact List of contact info / phone #s
Create attendance lists for week 1 ASM and WEEK 2 scouts/ASMs
create medications list for CMO
prepare binders of medical forms and medication list for the CMO

4. Oljato Merit Badge Registration Coordinator

(Prereqs: Oljato attendee, communicative, organized, planning & mgmt abilities)

Roles - Participate in Oljato planning meetings (x3)
Participate in New Family orientation (x1)
Contact Pacsky to get info on Merit Badge registration dates/process
Create/maintain merit badge registration list
Distribute merit badge prerequisites to troop (x2)
Announce merit badge signups to T57 and incoming families
Ensure all scouts register - all 3 sessions req'd per scout
Enter MB choices into PacSky on-line registration system

5. Oljato Transportation Coordinator

(Prereqs: planning, access to driver list, in town & accessible during camp)

Roles - Participate in Oljato planning meetings (x3)
Participate in New Family orientation (x1)
reserve buses
create/maintain/share driver/rider transportation list
communicate / confirm list with drivers / scouts
get new incoming parent drivers on T57 approved driver list
ensure drivers contact riders with departure times/locations
provide local point of contact for any changes
present at bus departure and arrival at Scout House
get snacks and drinks from Costco for bus trip
communicate bus arrival time to families

6. Kaiser Lead

(Prereqs: Kaiser experience, planning & mgmt abilities)

Roles - Participate in Oljato planning meetings (x3)
Participate in New Family orientation (x1)
reserve wilderness permits
campgrounds - reserve for Friday night
assign adult leads
file Tour plans
food procure / prepare
maps - collect and distribute

Oljato Adult Leads

(Prereqs: YPT, First Aid, Med forms A/B/C, health ins card)

Roles - Join T57 at Camp Oljato for a week

Participate in Oljato planning meetings (x3)

Participate in New Family orientation (x1)

Ask scouts / families about medical issues / medications / dietary issues

Review Med Forms / Medications

Print & carry personal and troop med forms to camp

Select SPLs / APLs

Duty Rosters, Latrine duty, In camp cooking, skits, Service Projects,
Olympicade

Merit Badges

Sign off on prerequisites. Assist with completing badges as needed

Illness/Injuries

Alert camp staff, troop leadership, families

Address Behavior problems

Knife play, Damage, Bullying, Duty roster observance, Attendance

Kaiser Drivers

(Prereqs: On T57 approved driver List, arr/dep dates, # seats)

Roles - Register for Wilderness Hiking permits

Communicate travel dates / #seats to transportation coordinator

Contact Week2 Oljato Passengers with departure time/location

Drive week 2 scouts/adults assigned to your car to Kaiser hike

Pick up Hiking permits in Prather

Participate / Lead Kaiser Hikes

Drive week 1 scouts/adults assigned to your car to Palo Alto

It's the biggest outing T57 undertakes - longer, with more participants and more complex logistics than any two other outings combined. Scheduled during the busiest time of the year...and conducted every year. Add 100+ awarded merit badges. That's Oljato.