



# Junior Volunteer Development Program

# 2013 Australian National Fire Cadet Championships

Saturday 28 September – Friday 4 October 2013  
Myuna Bay, Near Lake Macquarie, New South Wales

Information Kit for Junior Leaders, Junior Members and Parents/Guardians/Captains/OICs





## Introduction

Would you like to fly to Sydney, climb the Sydney Harbour Bridge, see the Opera House, ride the Sydney Harbour ferries, visit the Water Police, maybe a visit to Taronga Zoo or Bondi Beach?

More importantly, would you like to represent Victoria at the Australian National Fire Cadet Championships where you will learn new firefighting skills, meet other interstate fire services volunteers and make new and lifelong friends?

**Then keep reading to see how you can do all this and more...**

CFA has once again been invited to participate in the Australian National Fire Cadet Championships (ANFCC). The Championships will be held at Myuna Bay, near Lake Macquarie in New South Wales from Monday 30/9/2013 to Thursday 3/10/2013.

CFA is seeking Expressions of Interest from registered Junior Members aged 14 and 15 years of age and Endorsed Junior Leaders to participate as part of the Victorian State Team at the Championships.

It is open to all Registered Junior Members and Endorsed Junior Leaders of both Urban and Rural Brigades that have not attended the Australian National Fire Cadet Championships held in 2007, 2009 and 2011. Applicants do not have to have championship/competition experience, as all ANFCC event activities are NSWRFs championship based rules and activities that are not aligned to current CFA events. **It is all about the whole experience. It is not about winning, but competing!**

The Victorian State Team will be made up of three individual teams and consist of:

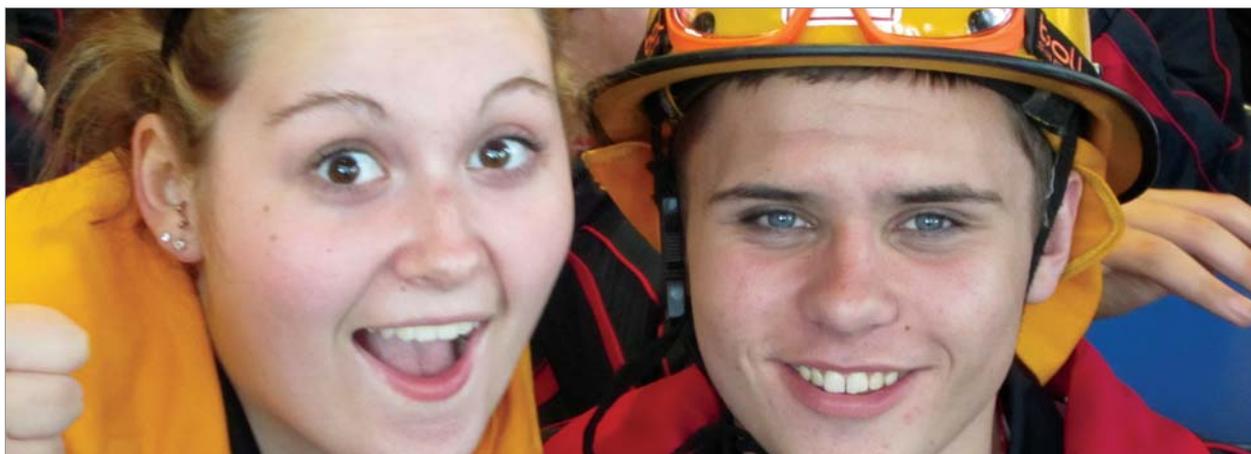
- 9 male registered Junior Members;
- 9 female registered Junior Members;
- up to 3 male endorsed Junior Leaders; and
- up to 3 female endorsed Junior Leaders.

Junior Leaders will be made up of 3 coaches and 3 team managers.

### Please Note The Following:

- There are age requirements (refer to Who Can Apply) for Junior Members.
- Victorian School Holidays are from Monday 23 September to Friday 4 October 2013.

There will be pre and post championship team building, skill development, and group cohesion activities in Sydney and organised by CFA's Volunteer Services Department, Operational Training & Volunteerism.



# About 2013 Australian National Fire Cadet Championships

Following the ongoing success of the Australian Fire Cadet Championships, first held in 2007, this biennial event will be hosted in 2013 by the NSW Rural Fire Service (NSW RFS) and the NSW Rural Fire Service Association (RFSA) at Myuna Bay Sport and Recreation Centre, just north of Sydney on the shores of Lake Macquarie, from Monday 30 September to Thursday 3 October 2013.

In 2007, the inaugural Australian National Fire Cadet Championships was held in Penrith NSW with twenty teams of cadet (junior) firefighters representing four Australian states. These championships were an outstanding success and such was the feedback from those involved that the championships have become a biennial event.

NSW RFS again hosted the championships in 2009 at the Sydney International Regatta Centre with 26 teams representing five Australian states competing. In 2011, the NSW RFS and RFSA co-hosted the championships at Myuna Bay Sport and Recreation Camp where a record 30 teams competed including, for the first time, a team from New Zealand.

<b>2007</b>	New South Wales, South Australia, Victoria, Western Australia
<b>2009</b>	New South Wales, South Australia, Victoria, Western Australia, Tasmania
<b>2011</b>	New South Wales, Queensland, Victoria, Western Australia, New Zealand

## Aims

The aims of the Championships are to:

1. provide a safe, enjoyable youth participation event for cadet firefighters, focused on developing skills through a competitive and structured competition;
2. provide an opportunity for socialisation and personal development for cadet firefighters from across Australia and beyond;
3. enable the establishment of both formal and informal networks and the exchange of ideas and experiences between the leaders of cadet firefighter groups;
4. increase national public awareness of the existence and importance of cadet firefighter groups and programs in Australia; and
5. promote the cadet movement and emergency service volunteering for youth to help sustain volunteer numbers into the future.



# Championship Overview

The 2013 Australian Fire Cadet Championships is a four-day event from Monday 30 September until Thursday 4 October that includes a combination of training, competition, formal functions, social activities and networking with all competitors accommodated together within the Myuna Bay Sport and Recreation Centre.

The dates and schedule for the 2013 Australian Fire Cadet Championships are as follows:

<b>Day 1</b>	Monday	30/09/2013	Lunchtime arrival, Equipment familiarisation and practice, Opening Ceremony, Welcome Reception
<b>Day 2</b>	Tuesday	01/10/2013	Competition Day 1
<b>Day 3</b>	Wednesday	02/10/2013	Competition Day 2
<b>Day 4</b>	Thursday	03/10/2013	Presentations, Lunchtime Departure

The timing of the Championships has been chosen to best align school holidays across all states and territories. It is hoped that this will maximise the opportunity for all states and territories to participate.

All teams will compete in eight competition events:

- Portable Pump Relay;
- Two Lines, Two Lengths;
- Hose and Hydrant Drill;
- Light Tanker and Handtool;
- Station Response and Knapsack Drill;
- Tanker and Ladder;
- Two Tanker; and
- Team Challenge.

Additionally, a two person challenge event will run throughout the competition with competitors able to enter multiple times with different team mates. This challenge event will be based at the Fun Zone.

A range of team-building and leadership activities will also be scheduled into the program over the competition days. While individual results at these events will not score towards the overall championships, nonparticipation by teams will incur a scoring penalty.

On Monday afternoon (Day 1), all teams will be scheduled through an extensive familiarisation program to allow them to become familiar with both the equipment being used and any technical factors the judges will score against. Areas and equipment will be available for teams to run their own training drills and a dedicated equipment officer will be assigned to all interstate teams for Monday to assist in the transition to NSWRFs facilities and equipment. All competition event lanes will have two judges working together – usually one from the host organisation and one from interstate.

Points are awarded in these eight events and the overall aggregate point score is used to determine overall first, second and third place in the championships.

## Note for CFA purposes

All successful CFA Junior Leaders and Junior Members, will have the 2013 Event Guide provided electronically to them once it is available.

## Teams

All states or territories are invited to enter teams. This year's Championships are able to accept up to a maximum of 27 teams with each team consisting of 6 cadets (juniors).

### Note for CFA purposes

CFA will be only seeking applications from registered Junior Members who are 14 by Saturday 28 September, and under 16 by Saturday 5 October 2013.

Each team shall have 2 accompanying officials, being the Team Manager and Team Coach. For CFA this is Endorsed Junior Leaders.

All adults participating in this Championships **MUST** complete the Prohibited Employment Declaration. Please note that it is a criminal offence to make a false statement in the declaration.

During events competing teams must wear standard wildfire PPE, consisting of:

- **helmet** – with serviceable chin strap (visor optional). The crew leader in each event is to wear a different colour helmet to the rest of the crew (e.g. NSW team members will wear a white helmet while their crew leader wears a red helmet);
- **goggles** – with clean lenses and serviceable strap;
- **gloves** – wildfire or riggers gloves are acceptable;
- **leather firefighting boots** – with ankle support and either laces and/or zippers (no elastic sided or gumboots);
- **wildfire PPE overalls or trouser and jacket combination** ('yellows') – with all buttons fastened;
- **polo shirt/t-shirt** (under PPE) – this may be an organisation standard or teams may wish to design their own specifically for the Championships;
- **shorts** (under PPE) – these will be seen as some events require competitors to dress in PPE as part of the event; and
- **socks** – woollen or wool blend (e.g. Holeproof Explorer).

During team-building and leadership activities teams will need to wear shorts and t-shirts that are suitable for physical activity and capable of getting wet. These are required in addition to the **polo shirt/t-shirt** and **shorts** required to be worn under PPE – provided by CFA.



## Venue And Accommodation

The venue for the championships in 2013 will be the Myuna Bay Sport and Recreation Centre, located on the western foreshores of Lake Macquarie. The facility is custom built to cater for school groups, sporting events and outdoor adventure activities and is the perfect venue for a safe and enjoyable Fire Cadets Championships. Myuna Bay Sport and Recreation Centre is located on the shores of Lake Macquarie, about 90 minutes drive north of Sydney and 40 minutes south of Newcastle.

All teams and officials will stay on site in dormitories and cabins within the Myuna Bay Sport and Recreation Centre. Each participant will need to provide their own sleeping bag, doona, pillow case and towel. The Centre has its own dining hall as well as both indoor and outdoor recreation areas.

Each dormitory will have an overall Coordinator and assistant who are experienced working with teenagers in residential or school settings. Cadets of the same gender from each team will be accommodated in the same room and in some cases will be sharing this room with cadets from another team. Adults of the same gender from each team will be accommodated in the same room and in most cases will be sharing this room with adults from other teams and officials.

## Medical

All participants will be required to provide full medical information forms and parental consent forms. Qualified first aid personnel and first aid kits will be provided onsite.

## Occupational Health And Safety

NSW Rural Fire Service occupational health and safety staff will conduct risk assessments for all activities that are part of the Championships in accordance with established NSW RFS methodology. This will include reviewing weight considerations for such things as moving pumps, knapsacks and buckets. The appointment of event Safety Officers will ensure that all appropriate Standard Operating Procedures and Service Standards are adhered to at all times.

There will be no live fire used in any of the competition events. Electronic or manual targets will be used to simulate fire. No vehicles will move as part of any competition event.

## Supporters

Supporters travelling to visit the Championships will need to organise their own accommodation at their expense. A range of hotel, motel, Caravan Park and self-contained cabin accommodation is available within a short drive of the Centre.



# CFA's Participation In The Australian National Fire Cadet Championships 2013

Participation in this event, is a unique opportunity for Junior Members and Endorsed Junior Leaders in the CFA Juniors Program to work and come together to represent the State of Victoria at the National Championships. It's also a way of meeting other Juniors/Fire Cadets and their Leaders from across Australia to compete as part of the Victorian Team and share experiences, network and have fun.

**CFA will be only seeking Expressions of Interest/Applications Forms from registered Junior Members who are 14 by Saturday 28 September, and under 16 by Saturday 5 October 2013.**

CFA will be fielding three Victorian Teams and they will be made up as follows:

- a minimum of two registered Junior Members within the age range mentioned above from each of CFA's 8 Regions; and
- six endorsed Junior Leaders selected from across the state.

Expressions of Interest/Applications are being sought to make up the Victorian State Team. The successful Applications will be made up as follows:

- 9 male junior members;
- 9 female junior members;
- up to 3 male endorsed Junior Leaders; and
- up to 3 female endorsed Junior Leaders.

The Junior Leaders will be chosen to be either Team Managers or Coaches.

## Who Can Apply?

1. Open to all CFA registered Junior Members (both urban and rural) that:
  - have not attended the Australian National Fire Cadet Championships held in 2007, 2009 and 2011; and
  - are aged 14 by 28 September 2013 and under 16 by Saturday 5 October 2013.
2. Open to all CFA Endorsed Junior Leaders (both urban and rural) that:
  - Have not attended the Australian National Fire Cadet Championships held in 2007, 2009 and 2011.
3. All successful applicants must be available for the whole travel, ie Saturday 28 September through to Friday 4 October 2013, to and from Sydney.
4. All successful applicants will have a current and working email when they apply.
5. All successful applicants will be expected to set themselves up with the CFA Members Email address and use that immediately (details will be provided to successful applicants).
6. All successful applicants will be expected to provide two high resolution head and shoulders photograph of themselves – no less than 2MB JPEG in size.
7. All successful applicants must adhere to strict timelines when requested by CFA.
8. You do not need competition experience. **It is all about the whole experience.**

# How To Apply

Go to CFA's Public Website and go to the Volunteer and Careers Section, look for Junior Volunteers <http://www.cfa.vic.gov.au/volunteer-careers/junior-volunteers/>

1. You will need to search for "Australian National Fire Cadet Championships 2013" and download the letter, this Information Kit (if you haven't downloaded it already) and Expression of Interest/Selection Criteria Application form that relate to your role, ie Junior Member or Junior Leader and letter.
2. Return fully completed Expression of Interest/Selection Criteria Application form to:

**OTV Event and Youth Programs Co-ordinator**  
**Operational Training & Volunteerism**  
CFA  
PO Box 701  
Mt Waverley Vic 3149

by deadline **strictly Friday 5 July 2013.**

## All applicants must

1. Complete the Expression of Interest/Selection Criteria Application Form and send it to CFA by Friday 5 July 2013.
2. No late entries accepted and decisions on selection are final with no further correspondence to be entered into.
3. Be available for the whole time of the travel, ie Saturday 28 September to Friday 4 October 2013 there will be no early departures – the group will travel as a complete group.
4. Be able to get to and from Melbourne Airport (Tullamarine) by the specified time (to be advised) at your own cost or have support from your Region/District.
5. Complete other paperwork as required by CFA and ANFCC as requested within the timeframes.
6. Obtain at least two high resolution JPEG colour head and shoulders photos of themselves (ie has to be JPEG format and no less than 2MB in size) and attached to an email when requested.
7. Junior Leaders must provide clear copies of your Working with Children Check Card (both sides).
8. Obtain a CFA email address (directions will be provided to successful members).
9. Upon return from New South Wales, provide an A4 page of your experience of the trip within one week of returning home.

## Junior Members must also

1. Be aged 14 by Saturday 28 September and under 16 by Saturday 5 October 2013, ie at the time of the travel and Championships.
2. Be willing when requested to provide a certified copy of your full Birth Certificate or Passport – no extracts will be accepted, depending on the airline requirements.
3. Must be willing to purchase at least a minimum of four (4) Holeproof socks (successful applicants will be provided with more information).

**Note: Incomplete applications will not be accepted.**

## Closing date for applications

### Applications Close

Strictly Friday 5 July 2013

### Successful Applicants

- Notified by phone and email. Confirmation emails will be sent out from CFA HQ **during the week** commencing Monday 15 July 2013 (or earlier if possible).
- Further details and information will be sent to the successful applicants as required.

## Will It Be Fun?

**Absolutely!** There will be the opportunity to fly to and from Sydney, sightseeing around Sydney, discussions, tours, team building activities, compete in national championships as part of the Victorian Team, great food, and great friends to make, both from Victoria and other States.

## What Does It Cost?

1. All meals, activities, air travel, travel in NSW and accommodation will be covered by the CFA and the Australian National Fire Cadet Championships organising committee.
2. CFA will be providing the State Championships uniform, which is made up of Victorian State Championships shorts, polo shirts, trousers and jacket for each successful junior member and Junior Leader.
3. All selected Junior Leaders and Junior Members will be required to wear their JVDP Junior Leader and Junior Member Polo Shirt/bucket hats to and from Melbourne Airport and also whilst in Sydney. Further details will be provided to the successful applicants.
4. Each selected Junior Member and Junior Leader will be required to provide their own spending money for snacks, souvenirs, magazines, drinks for the whole week etc.
5. Any electronic equipment, ie cameras, iPods, iPads, mobile phones etc. will be the responsibility of each successful applicant. CFA/ANFCC will not be held responsible for any of these **OR** other personal items.

## Accommodation – Sydney

Accommodation will be shared in either twin or triple rooms at a large CBD Sydney Hotel. Further details on what you will need to bring will be sent to the successful applicants.

## Transport

Travel to and from Melbourne Airport (Tullamarine) will be at each successful individual's expense and their responsibility to get there on time. Region/District HQ may be able to support you in some way.

To and from Sydney will be by air. Each Junior Member may be required by the airlines to have their full Birth Certificate (extracts not accepted) or current Passport with them for the whole week. Junior Leaders will be responsible for the safe keeping of this documentation.

**Further information will be relayed to the successful applicants.**

Travel in New South Wales will be by public transport, ie train, bus, ferry, monorail, charter bus etc. You will be responsible for your own luggage, so keep it light and easy to transport.

## Delegation Leaders

CFA's Delegation Leaders are Roz Long and Sherri McKerley from CFA's Volunteerism Services, Operational Training & Volunteerism Department. They are located at CFA Headquarters at Burwood East and will be travelling with the Group.

## Dietary/Special Needs

Successful applicants will be required to complete information about their dietary/special needs for both Victorian and New South Wales purposes at a later date.

## Name Badges

Each successful Junior Leader will be required to wear their Junior Leader name badge.

Official ANFCC name badges will be required to be worn at the ANFCC accommodation, championships, venues, and outings at all times for all successful applicants.

The badges are the official pass to all facets of the travel to/from Sydney and the Championships. The Program Co-ordinators/Organisers (Sherri and Roz) will also be identified by their official CFA badge.

## Dress Standards and Personal Hygiene

The dress standard for the week is neat casual. However, you should wear your polo shirt/bucket hat to and from Sydney and also to/from external outings/venues. Successful applicants will be provided with a guide as to what to wear each day.

At the Championships, Personal Protective Equipment (PPE) and State Team uniforms will be required to be worn.

All participants will be required to attend to their own personal hygiene and are to shower daily and use their deodorant. Sufficient changes of clothing and toiletries must be brought to ensure a clean and tidy appearance.

## Code Of Conduct

ALL successful applicants will be required to follow the CFA Volunteer Services, Operational Training & Volunteerism, Code of Conduct. This document will be provided to all successful applicants. It will also be fully explained to all Junior Members, Junior Leaders and parents/guardians at a pre tour meeting which will be held at Melbourne Airport on Saturday 28 September 2013 prior to leaving on the flight to Sydney and conducted by the Delegation Leaders (Roz and Sherri).

## Juniors – What You Need To Consider Before Applying

You will be interacting with over 300 teenagers from all over Australia. You will need to be mindful that you will be representing your Brigade and the CFA. You will need to be confident, sociable, friendly, self-disciplined, work in a team environment, follow instructions but take initiative and lead where required. This time away will be a very busy and tiring week and you will need to be resilient and co-operative at all times, along with being considerate of others.

# Photography

Photographic opportunities will be taken throughout the week for CFA, JVDP and ANFCC purposes only. Please note that you will be required to sign a release form for CFA and ANFCC purposes.

## Role Of Team Manager

The Team Manager is responsible for:

- the active supervision of their team members and being aware of each team member's location at all times;
- the control and storage and administration of prescription medications for Junior Members of their own allocated teams;
- ensuring that all their team members are in the right place at the right time, e.g. Meal times, meetings, etc.;
- team administration before, during and after the championships in conjunction with the CFA's Delegation Leader/s;
- registering the team upon arrival at the Championships on Monday 30 September 2013;
- in conjunction with the Team Coach, are to register at the site of each scheduled event 10–15 minutes prior to their published competing time;
- the good conduct of team members and team officials at all times;
- any protests that may be made to the Chief Marshall; and
- other duties as required.

## Role Of Team Coach

The Team Coach is responsible for:

- ensuring that the team has been trained according to the ANFCC rules;
- accompanying the team to each event at the allocated times;
- in conjunction with the Team Manager, are to register at the site of each scheduled event 10–15 minutes prior to their published competing time;
- assisting the Team Manager if the Team Manager is unable to fulfil their responsibilities; and
- other duties as required.



# What’s Happening During Our Time Away?

(This is an example of the plans for the week. Times and activities are subject to change.)

Greater details will be provided to successful applicants.

Date (2013)	Time	Activity (Not yet confirmed)
<b>Saturday 28 September</b>	Early afternoon	Arrive at Melbourne Airport. <i>(your responsibility and cost to get to and from Melbourne Airport)</i>
	TBA	Pre-departure meeting with parents/guardians.
	TBA	Fly to Sydney and train to accommodation in Sydney CBD.
	TBA	Ferry/bus to Opera House. Darling Harbour, Monorail and Sydney Aquarium.
<b>Sunday 29 September</b>	0700–1800 hrs approx.	Bridge Climb, Taronga Zoo and Surf Life Saving Club.
<b>Monday 30 September</b>	0800 hrs	Check out of hotel and depart Sydney by bus – drive over Sydney Harbour Bridge, visit to Water Police, drive to Lake Macquarie and check into ANFCC 2013 Base Camp and pre event training.
<b>Tuesday 1 October</b>		Competition Day 1
<b>Wednesday 2 October</b>		Competition Day 2
<b>Thursday 3 October</b>		Presentation. Farewells and departure for Sydney. Other activities in Sydney <i>(tbc)</i> .
<b>Friday 4 October</b>		Train to Sydney Airport. Fly to Melbourne and meet with parents/guardians for travel to home.



# Any Questions?

Please call **Roz Long**, OTV Events and Youth Programs Co-ordinator.

Phone: (03) 9262 8211  
Mobile: 0418 520 822  
Email: juniors@cfa.vic.gov.au  
Postal Address: PO Box 701,  
Mt Waverley Vic 3149

CFA Operational Training & Volunteerism  
8 Lakeside Drive, Burwood East Vic 3151

