



Junior Volunteer Development Program Australian Fire Cadet Championships 2017

Tuesday 3 October – Friday 6 October 2017
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, see the Sydney Harbour Bridge, the Opera House and walk around the Rock?

More importantly, would you like to represent Victoria at the Australian Fire Cadet Championships where you will learn new fire fighting 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 Fire Cadet Championships (AFCC). The championships will be held at Myuna Bay, near Lake Macquarie in New South Wales from Tuesday 3 October to Friday 6 October 2017.

CFA is seeking applications 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 registered Junior Members aged 14 and 15 years of age and endorsed Junior Leaders that have not attended the Australian Fire Cadet Championships held in 2007, 2009, 2011, 2013 and 2015. **Applicants do not have to have championship/competition experience, as all AFCC event activities are NSWRFs championship based rules and activities, that are not aligned to current CFA events.**

It is all about the whole experience.

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

- 6 male registered Junior Members;
- 6 female registered Junior Members;
- 3 endorsed Junior Leaders; and
- 1 CFA staff.

Please Note The Following:

- There are age requirements (refer to Who Can Apply) for Junior Members.
- Victorian School Holidays are from Saturday 23 September to Sunday 8 October 2017.

There will be pre-championship team building prior to departure. In Sydney, some sightseeing, groups activities to enjoy, and an opportunity for skills development prior to the Championships. These will be organized by the teams Leaders.



About Australian Fire Cadet Championships 2017

In 2007, the first Australian Fire Cadet Championships were held in Penrith NSW, with 20 teams of cadet (junior) firefighters representing four Australian states (including Victoria) competing. These championships were such a success that it has since become a biennial event, attended by hundreds of fire cadets from around the nation, eager to represent their agencies, learn new skills, make friends, and possibly take home the title of Australia's Fire Cadet Champions.

In 2017, the Australian Fire Cadet Championships will again be proudly hosted by the NSW Rural Fire Service (NSW RFS) and the NSW Rural Fire Service Association (RFSA) at Myuna Bay Sport and Recreation Centre, one hour north of Sydney on the shores of Lake Macquarie, from Tuesday 3 October to Friday 6 October.

Participation in this event is a unique opportunity for young members of Australian fire and emergency services to come together in a fun and competitive environment.

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 2017 Australian Fire Cadet Championships is a three day event from Tuesday 3 to Friday 6 October. It 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 2017 Australian Fire Cadet Championships are as follows:

Day 1	Tuesday	03/10/2017	Lunchtime arrival, Equipment familiarisation and practice, Opening Ceremony
Day 2	Wednesday	04/10/2017	Competition Day 1
Day 3	Thursday	05/10/2017	Competition Day 2
Day 4	Friday	06/10/2017	Presentations, Lunchtime Departure

The timing of the Championships has been chosen to best align with 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.

The Fun Zone crew will organise a range of social activities to take place in the evenings.

On Tuesday afternoon (Day 1) all teams will be taken 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 non-NSW RFS teams to assist in the transition to NSW RFS facilities and equipment. All competition event lanes will have two judges working together.

Points are awarded for these eight competition 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 Junior Leaders and Junior Members, will have the 2017 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 26 teams with each team consisting of 6 cadets (juniors) aged 14 to 16 as at 30 June 2017. CFA will be sending two teams.

Note for CFA purposes

CFA will be only seeking applications from registered Junior Members who are 14 – 16 years of age as at 2 October 2017 (e.g. they must be born after 26 September 2001 and before 2 October 2003).

Each team shall have 2 accompanying officials, being the Team Manager and Team Coach. If the team is of mixed gender then the officials must also be of mixed gender. Where the team consists of only one gender then at least one of the officials must be of the same gender as the team members. The Team Manager must be 25 years or older and the Team Coach must be 18 years or older when the teams' entry is received by the Championship Management Team.

Different states have different child protection legislation and requirement for adults supervising children in activities such as these Championships - it is the responsibility of the visiting team to ensure they are complying with their relevant state legislation.

All adults participating in this Championships MUST complete the declaration on the Adult Information Forms to acknowledge that they are compliant with child protection legislation in their home jurisdiction.

All competitors and team officials shall be either registered members of an emergency service or members of an agency-approved cadet or junior member program.

Uniforms and Equipment

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.

Team uniforms must be consistent for all team members (e.g. including matching shorts, socks, etc.). As PPE will be required to be worn on the familiarisation day (Tuesday) and on both competition days (Wednesday and Thursday) multiples of some items will be required. Team officials are required to wear an appropriate fire service uniform on training and competition days.

Each team (cadets and officials) will require a team uniform to wear to the presentations. This uniform may be a team polo shirt or shirt and trousers or jeans.

Venue And Accommodation

The venue for the championships in 2017 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 Australian 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 in 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 complete comprehensive medical and dietary information online 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 Fire Cadet Championships 2017

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 only be seeking applications from registered Junior Members who are 14 – 16 years of age as at 2 October 2017 (e.g. they must be born after 26 September 2001 and before 2 October 2003).

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

- a minimum of 2 registered Junior Members from each of CFA's 5 regions, with the remaining 2 participants chosen on merit from across the state;
- 3 endorsed Junior Leaders selected from across the state; and
- 1 CFA staff.

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

- 6 male junior members;
- 6 female junior members;
- up to 2 male endorsed Junior Leaders; and
- 1 female endorsed Junior Leader.



Who Can Apply?

1. Open to all CFA registered Junior Members that:
 - **have not attended the Australian Fire Cadet Championships held in 2007, 2009, 2011, 2013 and 2015; and**
 - **are aged 14 – 16 years of age as at 2 October 2017 (e.g. they must be born after 26 September 2001 and before 2 October 2003).**
2. Open to all CFA endorsed Junior Leaders that:
 - **Have not attended the Australian Fire Cadet Championships held in 2007, 2009, 2011, 2013 and 2015.**
3. All successful applicants must be available for the whole travel (Monday 2 October through to Friday 6 October 2017, inclusive 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 shoulder photographs of themselves – no less than 2MB JPEG in size.
7. All successful applicants must adhere to strict timelines as and when requested by CFA.
8. All successful applicants **MUST** be available for a Team building day on Saturday 2 September 2017.
9. 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 Fire Cadet Championships 2017" and download the Application Form that relates to your role, i.e. Junior Member or Junior Leader.
2. Return fully completed Application Form to:

juniors@cfa.vic.gov.au

or

**Volunteer Engagement Team
Volunteer Sustainability
PO Box 701
Mount Waverley Vic 3151**

by deadline **strictly Friday 28 July 2017.**

All applicants must:

1. Complete the Application Form and send it to CFA by Friday 28 July 2017.
2. No late entries will be 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 (Monday 2 October through to Friday 6 October 2017, inclusive to and from Sydney). There will be no early departures and 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.
5. Complete other paperwork as required by CFA and AFCC within the timeframes.

6. Obtain at least two high resolution JPEG colour head and shoulders photos of themselves taken on a single colour light background (i.e. 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.
10. Successful Junior Members, Junior Leaders and parents/guardians **MUST** be available for a pre-event team building day on Saturday 2 September 2017 at a central location to be determined. A light lunch will be provided for all attending.

Junior Members must also:

1. Be aged 14 – 16 years of age as at 2 October 2017 (e.g. they must be born after 26 September 2001 and before 2 October 2003).
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. Be willing to purchase at least a minimum of four woollen or wool blend pairs of socks (e.g. Holeproof Explorer).

Note: Incomplete applications will not be accepted.

Applications Close Strictly by Friday 28 July 2017

Successful Applicants:

- Will be notified by phone and email. Confirmation emails will be sent out from CFA HQ on **Wednesday 9 August 2017** (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 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, team hoodie, bucket hat and kitbag (structural firefighter gear bag with wheels) for each successful Junior Member and Junior Leader. Junior Members will also be provided with CFA wildfire PPE from their local District.
3. Successful Junior Member will be required to purchase four pairs of woollen or wool blend socks (such as Holeproof Explorer).
4. All selected Junior Leaders and Junior Members will be required to wear their JVDP Junior Leader and Junior Member polo shirt and bucket hat to and from Melbourne Airport and also whilst in Sydney. Further details will be provided to the successful applicants.

5. Each selected Junior Member and Junior Leader will be required to provide their own spending money for snacks, souvenirs and magazines for the whole week.
6. Any electronic equipment i.e. cameras, iPods, iPads, mobile phones will be the responsibility of each successful applicant. CFA and AFCC will not be held responsible for any of these OR other personal items.

Transport

Travel to and from Melbourne Airport (Tullamarine) will be at each successful individual's expense and their responsibility to get there on time.

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 charter bus. You will be responsible for your own luggage, so keep it light and easy to transport.

Delegation Leader

CFA's Delegation Leader is Emma Pears from CFA's Volunteer Engagement Team, Volunteers and Strategy department. Emma is located at CFA Headquarters at Burwood East and will be travelling with the group.

Name Badges and ID Cards

All successful participants will be required to obtain a CFA ID Card, which are available to order from BrigadesOnline. Further information on this will be supplied to successful applicants. Each successful Junior Leader will be required to wear their Junior Leader name badge.

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

Dress Standards and Personal Hygiene

The dress standard for the week is neat casual, however, you should wear your polo shirt and 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 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 Monday 2 October 2017 prior to leaving on the flight to Sydney and conducted by the Delegation Leaders.

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 able to 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 AFCC purposes only. Please note that you will be required to sign a release form for CFA and AFCC 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 Tuesday 3 October 2017;
- 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 AFCC 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 (2017)	Time	Activity (Not yet confirmed)
Monday 2 October	Early afternoon	Arrive with parents/guardians at Melbourne Airport. (your responsibility and cost to get to and from Melbourne Airport)
	TBA	Pre-departure meeting with parents/guardians.
	TBA	Fly to Sydney and transfer to accommodation in Sydney CBD.
	TBA	Dinner and tour of The Rocks.
Tuesday 3 October	0800 hrs	Check out of hotel and depart Sydney by bus – drive over Sydney Harbour Bridge, visit to NSW Water Police, drive to Lake Macquarie and check into AFCC 2017 Base Camp and pre event training.
Wednesday 4 October		Competition Day 1
Thursday 5 October		Competition Day 2
Friday 6 October		Presentation. Farewells and departure for Sydney Airport. Fly to Melbourne and meet with parents/guardians for travel home (your responsibility and cost to get to and from Melbourne Airport).



Any Questions?

Please contact Emma Pears, in the Volunteer Engagement team.

Phone: 1800 232 636
Email: juniors@cfa.vic.gov.au
Postal Address: PO Box 701, Mt Waverley VIC 3149

CFA Volunteer Sustainability
8 Lakeside Drive, Burwood East Vic 3151

