

Conference Youth/Pathfinder Director's Check List

Site Visit Dates in Gillette, WY:

- TBA - Arrival of Downline Directors and Associates
- TBA -Pathfinder Leaders arrive
- TBA - Orientation Walk-around - 9am to 5pm
All Youth Directors/Conf. Pathfinder Directors, staff (public welcome)
- TBA - Meetings with Downline Directors & Respective Staff
- TBA - Departure

Dates in Gillette, WY:

- Camporee gates open at 9:00am MT Monday, August 5, 2024. We expect approximately 35,000 people to arrive Monday and another 15,000 to arrive on Tuesday.
- All Daytime On-site Activities will open on Tuesday August 6, 2024 at 12:00 noon MT!
- The first Main Stage program will begin Tuesday night, August 6, 2024, from 7:45 - 10:00 pm MT. The Main Stage program begins each night at 7:45pm and ends at around 9:30pm. Opening night (Tuesday) and closing night (Saturday) will go a little longer due to special ceremonies.
- Some Sabbath-appropriate activities will be available from 1pm-5pm on Saturday, August 10, 2024.

Information to aid you in planning for the Camporee:

- Visit the [website](#) often for updated information to share with your clubs.
- Sign up and read the [E-Newsletters](#) and share them with your staff and Pathfinders & have them sign up for the Newsletter also.
- Make a 3-ring binder to file all the Newsletters and highlight and underline things you do not want to forget. Do not assume that any material is not important.
- View the [map of the Camporee](#) grounds.
- Order your Golf Cart(s) and Two-way Radios: [View more information](#). The deadline to order a golf cart is May 1, the year of the camporee. **Only Conference/Union Youth Directors can order golf carts.** Personal owned golf carts are not permitted at the Camporee.

- ❑ Bring a cable lock for your golf carts, since all the keys are the same several were "borrowed" last time.
- ❑ Each conference in North America is asked to sponsor honors and activities. Discuss with your clubs what honors & activities you can sponsor as a conference.

Offer suggestions on ways for all clubs to attend.

- Clubs could travel together and share expenses by hiring a reliable/insured bus service.
- Clubs could share expenses by hiring a reliable/insured truck service to transport clubs camping gear.
- Clubs could camp together at Camporee to share cooking equipment and expenses.

Offer incentives to encourage clubs to purchase tickets early

- \$10.00 club discount off next conference event.
- ❑ Share names of clubs that need to sell or purchase tickets - they must negotiate tickets and money themselves.
 - ❑ Design and order trading pins for your conference so you have them by July 1, the year of the Camporee.
 - ❑ Feature the Camporee logo on all your correspondence via email, Facebook, letters, etc.
 - ❑ Check to see if any of your Pathfinders want to be baptized at the Camporee and make sure the [Baptism Form](#) has been completed.
 - ❑ If you need translation for your clubs, bring your own AM/FM radios. Translators are needed as volunteers.
 - ❑ Post a Campsite map of your Conference/Union and a message board at your Camporee headquarters to help quickly identify locations of clubs in your Conference/Union and be able to leave messages.
 - ❑ Make plans to report to your local church, conference, and union the event once you are back home. Take pictures. Post pictures. Write articles for newsletters, Union paper, etc.
 - ❑ Bring an Automated External Defibrillator (AED) to the Camporee and have it available at your conference headquarters in case of an emergency.
 - ❑ Have a First Aid Kit at your conference headquarters & fire extinguisher.

- Bring a quiet running generator and long power strips to provide charging stations for your Pathfinders and staff to charge their cell phones, etc. Have this located at your conference headquarters.
- Have a PA system for your morning worship at your conference campsite.
- Have a parade banner with your Conference name.
- Create a “Gateway” into your conference camping area with your conference name on it.

Download the following & have a printed copy for reference: (These will become available as we get closer to the Camporee so check the website often. Look under [Schedules](#))

[Camping Guidelines](#)

[Safety Guidelines](#)

[Week Schedule](#)

[Shower Facility Monitoring Schedule by Union/Conference](#)

- Discuss with your Area Coordinators their duties while at the Camporee.
- Remind your clubs to bring a cart or wagon so they can transport their drinking water and grey water. Available at Lowes, Home Depot, Fleet Farm, Wal-Mart, and most garden centers.



How to lay out your Conference Camping Area on paper by club:

Once registration closes for the Camporee, you will need to design a detailed map which will include each club and their campsite within your conference camping area. The formula to use is 125 square feet per person who is registered for the Camporee from your conference.

Example: 20 people from club X

20 x 125 sq. ft. = 2500sq. ft. Club X would be allotted 2500sq. ft. for their camping space, which you could configure in a number of ways. Example: 50 ft. x 50 ft. = 2500 sq. ft.

- Once you have determined how much space each club is allotted, you will need to tell each club exactly how much space they will have to place all their tents, cook tents, chuck wagons, and campers. **(We discourage the use of campers because they take up so much space within a club. This is a tent camping experience).** Please make sure your Club Directors have this information as soon as possible so they can plan their club camping space accordingly. They will need to configure their camping space to accommodate their club, while staying within the dimensions you give them.

How to mark out your Camping Area:

- Find your conference camping area within your Union camping area.
- Use tape measure, ground spray paint, inverted ground marking wand. Purchase at Fleet Farm, Menards, etc.
- First, measure the outside dimensions for your Conference and mark with ground spray paint.
- Next, mark all traffic lanes and areas that need to remain open for emergency vehicles and foot traffic.
- Then, measure out and mark the outside dimensions for all the club camping spaces within your conference. Label each club camping space with the club name for easy identification using ground spray paint.
- Finally, set up your Conference “gate” with your signs, banners, decorations, etc. This will be the entrance into your Conference camping area. Keep in mind this should be set up before the clubs arrive, and should not interfere with their camping spaces.

Last Day of the Camporee: Before you leave for home, please check to make sure these items are taken care of.

Local Clubs

- Each Club Director with the support of Area Coordinators is responsible to take down and clean all camp sites within their conference.
- Make sure to pull up all stakes from the ground.
- Pick up every little piece of trash/rubbish. (Offer trash bags.)
- Place all trash/rubbish into dumpsters (not in the Port-a-lets.)
- If the ground is wet - try not to create more mud with heavy vehicle movement before clubs leave.
- Put all gray water into a gray water tank (not the port-a-lets)

Conference Youth Directors

- ❑ Give each club their Camporee patch once you have inspected their campsite and they are cleared to leave by your Area Coordinators.
- ❑ Make sure all your daytime activities/ honors are taken down and the area left clean before you leave.
- ❑ Return all rented tables. Return all rented chairs.
- ❑ Conference/Union/Division Youth Directors are not to leave until the last Pathfinder, which is under your care, has left.
- ❑ Take down your Conference "Gateway" and pull up any stakes or markers you may have used to mark the location of your local club campsites.
- ❑ Check your Conference camping area one last time to be sure it is free of all trash, tent stakes, markers etc.