

# Dorchester International Brotherhood Camporee

Events@campbel.ca

www.dibccamp.com

## Offer of Service Handbook



34<sup>th</sup> Dorchester International Brotherhood Camporee (DIBC)

Camp BEL, Dorchester, Ontario, Canada

May 8-10<sup>th</sup>, 2026



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# Welcome from the Camp Chiefs

*Dear Staff,  
Please join us for the 34th Annual  
Dorchester International Brotherhood Camporee!*

Ahoy, Scouting friends!

We're excited to welcome you as part of the **staff team** for the **34th Dorchester International Brotherhood Camporee (DIBC)**, taking place **May 8–10, 2026**, at **Camp BEL**. With nearly **3,000 Scouts and Scouters** attending from across Canada and the United States, DIBC is proudly the **largest annual Scout-age camp in Canada**—and it simply wouldn't be possible without the dedication of our staff and volunteers.

DIBC is open to Scout age youth from **Scouts Canada, Scouting America (BSA), and Girl Guides of Canada**, including 3<sup>rd</sup> year Cub Scouts attending with their Troop. For many youth, this will be their first large scale camp experience, and your leadership will play a key role in making it safe, welcoming, and unforgettable.

The theme for DIBC 2026 is **"Pirates"**! We encourage staff to embrace the theme—bring out the costumes, creativity, and Scouting spirit to help bring the high seas to life across camp.

Thank you for giving your time, energy, and leadership to this event. We look forward to working together to deliver a memorable weekend filled with adventure, teamwork, and brotherhood.

**Yours in Scouting,**

Michelle Sherman, Co-Camp Chief  
Joel Desrosiers, Co-Camp Chief

# DIBC Leadership Team



**Michelle Sherman Co-Camp Chief**



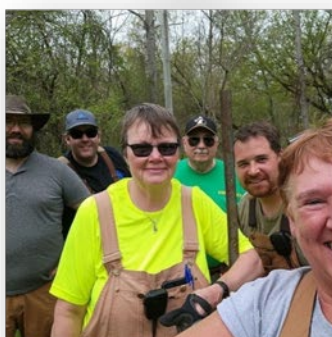
**Joel Desrosiers Co-Camp Chief**



**Ron Patterson - Camp Ambassador/Mentor**



**Austin Pitman - Emergency Services Director**



**Jill Ormsbee - Operation Services Director**



**Lisa Burroughs-Walters - Program Director**



**Doug Henry - Communications Sub-Camp Director**



**Courtney Laird - Registration Director**



**Brenda Laird - Finance Director**

# Staff Registration Fees

2026 Offer of Service (Staff): \$35.40 (+13% HST) = \$40.00 per volunteer (Meals Included).

**2026 Crest & OOS Hat: To be guaranteed a 2026 DIBC Crest & OOS Hat, Amilia registration with full payment must be submitted no later than March 1, 2026.**

Please register early through our website at **dibccamp.com**, as early registration helps us plan events and programs in advance.

On the **Amilia Registration Platform**, you can select the team you would like to volunteer with. Please note that volunteers are **not guaranteed** to remain in their chosen team throughout the weekend. To help DIBC run smoothly, volunteers may be asked to support other teams. For example:

- Program Staff may be asked to assist **Emergency Services** on Friday with moving vehicles through camp.
- Subcamp Staff may be asked to help the **Program Team** on Saturday with running events.

The more we work together, the better the experience will be for both participants and staff.

**Important for American Scouters:** Please **do not write “Canadian funds”** on the front of your cheque. Banks return these cheques, which delays processing and requires us to contact you for a replacement.

**Pay Online or please makes cheques payable to "DIBC"**

Mail to:

Dorchester International Brotherhood Camporee

224 Chittick Cres

Dorchester, Ontario N0L 1G3

### TO ALL U.S. OFFER OF SERVICE (Staff)

DIBC has always made every effort to keep Staff informed of any concerns related to the Camporee. Due to recent changes in Ontario's provincial health care system, we want to advise all **American units** that **out of country medical insurance is required for every member of the unit.**

Please contact your local council office for the specific steps or procedures needed to ensure appropriate insurance coverage is in place. In recent years, we have been advised that some councils carry coverage through providers such as **Mutual of Omaha** or **Blue Cross** for this purpose.

Proof of insurance must be submitted at registration.

If you have any questions or require clarification, please do not hesitate to contact us.

### PASSPORTS

As of **June 1, 2009**, all **land and water entries into the United States require a valid passport.**

Please check with your local council for the specific procedures they require your unit to follow to ensure all travel documentation is in order.



## **REGISTRATION**

Offer of Service (staff) can arrive as early as Thursday before camp. Campers (participants) can arrive as early as 5 p.m. on Friday. We strongly urge OOS to arrive as early as possible, as this will help relieve pressure on registration and give you time to set up your sleeping area on the Dorchester Fairground side before it gets busy on Friday afternoon.

Before setting up your tent, please cross the road to the Camp BEL side and visit the Registration Building, which is open from 1:00 p.m. until late Friday night. Every volunteer must register individually, even if they are volunteering with their company or crew.

**Please ensure all required documentation is completed and submitted at Registration on Friday of camp.**

### **Medical Form Requirement**

All campers (youth, adults, parent helpers, Offer of Service participants, etc.) must provide a Medical Form. This may be the **Physical Fitness Form** (available on DIBC Website), a printed copy from **MyScouts**, or a medical form from your home organization.

Physical Fitness (Medical/Health) Form must be printed and brought with you to camp for submission at Registration. After camp, all medical form can be picked up at the Emergency Services Building. All forms that are not picked up will be destroyed.

### **Additional Forms & Documentation**

Staff may have organization specific forms or documentation requirements. Non-Scouting Members must fill out and sign the Adult Code of Conduct and the Hold Harmless form. Blank forms are available on the DIBC Website. Please ensure you bring copies to submit at Registration. Examples include:

- **Membership Zone Information** – (Girl Guides of Canada Only)
- **Proof of Membership Card** (Scouting America, BSA Only)
- **Proof of Membership Card** (Girl Scouts of the USA Only)
- **Current PRC with VSS** – (Non-Member Over Night)
- **Safe Scouting for Parents in MyScouts** – (Non-Member Over Night)

### **COMPUTER RECORDS**

For members of Scouts Canada, pertinent information (training, screening, emergency contact info, medical, etc.) recorded in MyScouts for Participants, Scouters and OOS will be utilized by DIBC staff. Ensure all information in MyScouts is accurate and up to date.

### **SCREENING and TRAINING for SCOUTS CANADA MEMBERS**

Screening and training requirements are listed on the DIBC website. All requirements must be complete before you arrive at camp.





## Camp Bel OOS Screening Policy



	Scouts Canada		Other WOSM or WAGGS Organizations		Non Member Not Staying Overnight	Non Member Staying Overnight
	Volunteer, Employee or Rover Scout	Youth Member (Not Rover Scout)	BSA Scouts	Girl Guides of Canada	Canadian Vendors, Adult Helpers Other 3rd Parties	Canadian Vendors, Adult Helpers Other 3rd Parties
Be listed as Active in Myscouts	Yes	Yes	No	No	No	No
Ensure Member in Good Standing	No	No	*International Event Verification or Current BSA Membership Card	**Safe Guide Acknowledgment or Member Zone Screen Print or IMIS check with GGC Provincial Assessor	No	No
Submit Clean Police Record Check (PRC) with Volunteer Sector Screening (VSS)	No	No	No	No	No	YES
Complete Safe Scouting for Parents	No	No	No	No	No	YES
Signed Hold Harmless	No	No	No	No	YES	YES
Code of Conduct (Age Appropriate)	No	YES	No	No	YES	YES
Letter of Reference from Scouter	No	YES	No	No	No	No
Complete Scouting Fundamentals Training includes Respect in Sport Training	No	YES	No	No	No	No
*2 Scouter rule applies at all times Presence explained to Youth Present	No	No	No	No	YES	YES
*** Medical Insurance	See Below	See Below	See Below	See Below	See Below	See Below
****Liability Insurance	Covered by Scouts Canada	Covered by Scouts Canada	Covered by Scouts Canada /BSA Agreement	Covered by Scouts Canada /GGC Agreement	Not Provided	Not Provided

**\*From the BSA Scouts Website :**  
 "When Scouts or Scout Units travel internationally specifically to participate in a Scouting Event The Host of their event may require participants to verify their Membership and Good Standing in BSA (International Event Verification) This can be obtained from the BSA International Department "

**\*\*Safe Guide Acknowledgment :**  
 A Guider submits their paper work for approval to GGC to attend an event. An Event Assessor checks their standing status against the GGC database. This verification checks their screening, PRC clearance and expiry, external qualifications with relevant expiry dates –( first aid, Paddle Canada/ORCKA, etc.). If cleared, the Guider asking for approval will receive an email (Safe Guide Acknowledgement ) confirming they are able to attend the activity/event

**\*\*\* Medical Insurance**  
 For Out of Country Attendees we strongly recommend Medical insurance that is valid in Canada For Out of Province Attendees we strongly recommend Out of Province Medical Insurance

**\*\*\*\*Liability Insurance**  
 Non-members and vendors are not covered for liability insurance. While having liability insurance is not a requirement, non-member attending DIBC may wish to purchase their own coverage.

# Arrival

## DIRECTIONS

Dorchester Fairground Staff (OOS) Location, 4939 Hamilton Road, RR#3 Dorchester, Ontario.  
401 to 73 NORTH. 73 NORTH to 29. Turn right into back gate of the fairgrounds, past the Camp BEL & Dorchester Fairgrounds main entrances.



## TRAFFIC PLAN (OOS)

**Entering Dorchester Fairgrounds (OSS only):** Please enter the fairgrounds at the west entrance closest to the Village of Dorchester, DO NOT enter the fairgrounds at the main entrance located across for the Camp BEL main entrance. Thank you for your cooperation in helping keep traffic moving safely and smoothly

**\*\*\*DO NOT DROP VOLUNTEERS OFF ON THE SIDE OF THE ROAD\*\*\***

Offer of Service (OOS) parking is in the same area as the participant parking on the Dorchester Fairgrounds (4939 Hamilton Rd, Dorchester) across from the camp. Do not park in the OOS Tent Area located on the map below.



### **Participants Entering Camp BEL**

Arrival is a very busy time; although **DIBC Offer of Services (OOS)** will be camping and using facilities on the Dorchester Fairgrounds side of Hamilton Road, it's important to understand how participants will be entering the camp. The procedure below outlines participant only entry on the Camp BEL side.

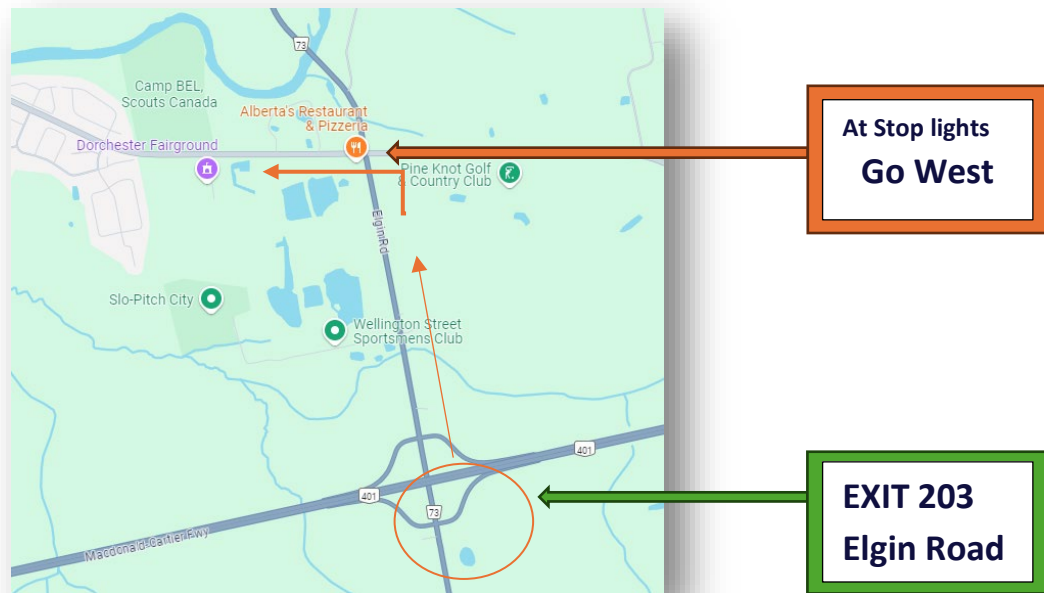
**Entering Camp BEL (for participants only):** At the request of the Ontario Provincial Police (OPP), all campers traveling via Highway 401 are asked to exit at Exit 203 and proceed north on Elgin Road (Highway 73).

Campers not traveling via Highway 401 should access the camp using Elgin Road (north of Hamilton Road) or Hamilton Road east of the camp. Please avoid traveling through the Village of Dorchester.

When you reach the traffic lights at Hamilton Road and Elgin Road, continue west on Hamilton Road. Having all campers approach the site from the same direction, with **NO LEFT-HAND TURNS** entering camp will improve overall traffic flow.

Upon arrival, please pull over to the right shoulder before turning into Camp BEL.

Thank you for your cooperation in helping keep traffic moving safely and smoothly.



Once in camp please follow the one-way traffic in camp on the site map on page 27. There will be multiple lanes set up on the campground to allow for more traffic into camp.

**\*\*\*Speed limit through camp and fairgrounds is 10km/hr or 5mph\*\*\***

**Exiting Camp BEL (participants only):** Vehicles not staying for the weekend will only be permitted to turn right out of the camp entrance. **NO LEFT-HAND TURNS** exiting camp. These vehicles may return to Highway 401 via Dorchester Road.

For those staying for the weekend (staff or participants), all parking will be located at the fairgrounds. Vehicles must cross Hamilton Road and enter through the rear gate of the

fairgrounds, park, then exit on foot through the front gate of the fairgrounds. Camp access is on foot only through the middle gate at Camp BEL.

Once parked, no vehicles will be permitted to cross back over the road until Sunday morning.

Thank you for your cooperation in helping us maintain a safe and efficient traffic flow throughout the weekend.



## TENTS

Most OOS will be camping on the Dorchester Fairgrounds side of the road; there is a designated tenting area (grassy area on the east side of the main entrance driveway) and RV area (parked behind the building). Subcamp Staff and Emergency Services (ES) are permitted to camp on the Camp BEL side of the road.

**Open fires, gas fire pits, ground fires, and charcoal pits are not permitted on the fairground side.**

## SHELTERS

If you are planning to use a shelter, for safety reasons, all shelters are required to be securely staked down. Each leg must be anchored **using dog-screw style anchors with rope or straps**. Proper planning and setup will help ensure a safe, comfortable, and well organized campsite for everyone. The mess hall is a sheltered area to relax in when off duty.

## WHAT TO PACK

Offer of Service volunteers should arrive self-contained, with their own sleeping shelter and personal clothing. In addition, you may find it helpful to pack:

- A backpack to take with you to events (you will not be able to return to your site during event blocks)
- A water bottle and travel mug
- An umbrella and camping chair to bring to your event if rain is forecast.
- Cards, books, or other activities for your free time

## GENERAL INFORMATION

Lights out and quiet time begin at midnight. Please respect your neighbours' need for rest. Tent raiding or damage to property will result in immediate removal from camp.

**Driving in camp (Camp BEL and Fairgrounds):** Always drive slowly. The speed limit is 10 km/h (5 mph). Safety is everyone's responsibility.

**Important rules:** The river (Event Area #3) is off limits except during scheduled events on Saturday.

**Please leave the following at home:** Weapons, radios (especially FRS-type), drugs, alcohol, fireworks, AC/DC TVs, pets, and small children. Anyone found with weapons, non-prescription drugs, or alcohol will be turned over to the police. Youth are not permitted to have cigarettes, as Canadian law prohibits the sale of tobacco to minors.

FRS radios are reserved for staff communications, so please leave personal radios at home. Adults who wish to smoke may do so only off the property along Hamilton Road, and smoking must never occur around youth.

By following these guidelines, we can help ensure DIBC remains safe, legal, and enjoyable for everyone.

## ONSITE EMERGENCIES

All emergencies and injuries, **no matter how minor**, must be reported to the Emergency Services Team. Tracking all incidents helps ensure the safety and well being of everyone at DIBC.

## HOSPITAL VISITS

Anyone who is sent off site to a local hospital **must** check back in at the First Aid Building **upon returning to camp**. This ensures that all documentation is properly recorded in accordance with Scouts Canada National requirements.

## **SAFETY IS EVERYONES RESPONSIBILITY**

As a **Scouter, Adult Leader or OOS** attending DIBC, it is your responsibility to **always practice safe Scouting**. If you observe an unsafe activity or situation, **stop it immediately** and then report the incident to the **Onsite Emergency Service Team**, who will take the necessary steps to address it.

## **LEAVING THE PROPERTY**

**Leaving and returning to camp during DIBC:** All participants must check in with the Emergency Service Team before leaving the property and again upon returning. This ensures we maintain an accurate record of who is onsite in case of an emergency.

## **RESPECT**

All OOS teams at DIBC are volunteers, and everyone works hard to make this event successful. From Emergency Services keeping everyone safe throughout the weekend, to the Quartermaster Team keeping the camp running smoothly and efficiently; from the Program Team delivering over 200 events that bring youth back year after year, to the Subcamp Teams that bring the energy and spirit to the event. We also rely on our support volunteers, including OOS kitchen staff who keep everyone fueled, registration staff, and the teams running BEL's Outfitters and the BBQ. Every role is important, and without each of you, this event would not be possible.

That said, camp can be stressful and conflicts may arise between OOS members, participant Scouters, or parents. It is important that all OOS members adhere to the Scouts Canada Code of Conduct. If a situation becomes heated, remove yourself and report the incident to Emergency Services or the Camp Chiefs.

As a reminder, DIBC includes OOS members under 18 years of age across all teams. These individuals are considered youth within Scouts Canada, and all youth related rules apply when

working with them. Anyone 18 years of age or older is considered an adult and will be treated as such for the duration of the event.

We are all here to help ensure a safe and enjoyable camp. Please be courteous and respectful to all staff and volunteers—without their dedication, this event would not be possible.



## MEALS

Meals for most staff are served in the large green building on the Dorchester Fairgrounds side of the road and are provided buffet style. Emergency Services (ES) meals are served separately in the main kitchen facilities on the Camp BEL side of the road; food prepared there is for ES volunteers only. A minimum of two weeks before camp, please indicate when registering on Amilia of any food allergies or dietary requirements.

On Friday night, dinner will be available from approximately 6:00 p.m. to 10:00 p.m.

Registration, Subcamps, and BEL's Outfitters staff will have their meals delivered on Friday.

On Saturday, breakfast, lunch, and dinner are provided. **The Mess Hall will not open for Saturday dinner until the program has been put away in the barn on the Camp BEL side of the road—many hands make light work.** On Sunday, breakfast is provided. See schedule for more details.

Disposable dishes are usually available, but bringing a water bottle and a travel mug is a good idea. Our cooks are volunteers as well, so please help by clearing any garbage from your table after eating. Flush toilets will be available all weekend inside the fairgrounds building.

## SANITATION AND GARBAGE

Port-a-johns will be available on site. Please **use them only for their intended purpose** and do not use them as garbage containers. **Special Needs port-a-johns** must be kept available for those who require them

Anyone caught misusing the facilities may have the joyful opportunity to help clean them.

Please place garbage in the bins provided after each meal. The **garbage dumpster** is located near the **parking lot by the Main Stage**.

## **LOST AND FOUND**

A Lost and Found box will be located at the Registration Building. If you have lost an item or found something, please check in with Registration and we will assist you as best we can.

## **INTERNATIONAL SCOUTING EFFORTS**

We are pleased to share that Skip Locke has agreed to attend DIBC 34. His primary focus will be supporting the international initiatives DIBC has championed over the years, including our silent auctions (located at the pavilion at the centre on camp), with proceeds benefiting worthwhile World Scouting projects.

If you have items you would like to donate to the silent auction, please direct all inquiries or donations to:

Skip Locke  
84 Maplestone Ave  
Sarnia, ON N7S 4X2  
Canada  
Phone: 1-519-339-6085

Thank you for your continued support of international Scouting through DIBC.

## **PROPER CLOTHING**

All campers and Offer of Service participants must wear sleeved shirts. Spaghetti straps, tank tops, and muscle shirts are not permitted.

OOS must also wear clothing appropriate for the weather. Failure to do so will result in the OOS being asked to return to their site to dress appropriately.

## **BEL's BACKYARD BBQ & BEL's OUTFITTERS**

Cash is accepted in Canadian funds only. American currency will be accepted at par with Canadian currency; however, no change or exchange will be provided at camp. Please exchange currency prior to arrival.

### **Hours of Operation:**

**Friday:** 3:00 PM – 10:30 PM

**Saturday:** 9:30 AM – 10:30 PM

**Sunday:** 9:30 AM – 12:00 PM

**BEL's Backyard BBQ** will be available for lunch, dinner, and everything in between—camping made easy! This year, BEL's Backyard BBQ will be offering **debit and credit** as a payment option.

**BEL's Outfitters**, the Camp BEL and DIBC premium camping store, will be open for all your merchandise needs. Pre-orders can be placed online at <https://sc-bels-outfitters.square.site/>. Please check the online camp schedule for hours of operation.

Any remaining camp crests from registration will be available for purchase at the camp store on Saturday afternoon. BEL's Outfitters accepts debit and credit cards.

# Teams

## Information

### OPERATIONAL SERVICES (QUARTERMASTER)

**Introduction:** This section outlines the Operational Services (Quartermaster Crew) structure for Camp BEL, including roles, responsibilities, reporting structure, and application requirements for Offer of Service personnel.

**Application Requirements:** To apply to the Camp BEL Quartermaster Crew, please register your Offer of Service (OOS) through Amilia. All applicants must be approved by the Director of Operational Services, Jill Ormsbee.

**Personnel Arriving On Site:** All Quartermasters are required to report to the Barn Compound. Upon arrival at Camp BEL, register at the main building on the Camp BEL side, set up your tent or RV on the Fairgrounds side, and then check in with Jill Ormsbee (Director of Operational Services) or Vicen Paquin (Deputy Director of Operational Services).

**Schedule:** Please arrive as early as possible on Thursday afternoon or evening. If possible, be prepared to stay until after 12:00 noon on Sunday.

#### **Team Specific Expectations:**

- Attend briefings and complete any pre-camp requirements
- Assist with the workday approximately two weeks prior to camp, if possible
- Work as a team and be willing to help wherever needed
- Tasks may include servicing washrooms, making repairs, assisting with events, and helping with event teardown
- Remain on call throughout the camp
- Assist with traffic control on Friday and Sunday as required



**Skills Required:** Plumbing, electrical, and carpentry skills are considered strong assets.

**Team Briefing:** Operational Services will hold a team briefing on Friday night and will attend both troop and staff meetings during the camp.

## **EMERGENCY SERVICES**

**Introduction:** This section outlines the Emergency Services structure for Camp BEL, including roles, responsibilities, reporting structure, and application requirements for Offer of Service personnel.

**Application Requirements:** To apply to Camp BEL Emergency Services, all applicants must submit their application directly to the Director of Camp Emergency Services. Please email [Emergency.services.dibc@gmail.com](mailto:Emergency.services.dibc@gmail.com) Attn: Director of Emergency Services to apply.

**Personnel Arriving On Site:** On Friday night, all Emergency Services personnel are required to report to the Emergency Services Compound upon arrival on site. If staying at the fairgrounds, personnel may set up their tent after checking in with their coordinator.

### **Shifts**

#### *First Aid / Fire*

- Friday: 17:00–00:00
- Saturday: 07:00–00:00
- Sunday: 07:00–12:00

Safety will provide 24-hour coverage in 12-hour shifts, depending on staffing levels.

All coordinators will be on call after hours, and all Emergency Services staff may be called back in if required for an emergency.



**Team Briefing:** Emergency Services will hold a team briefing on Friday night and will attend both troop and staff meetings during the camp. On Sunday after camp, Emergency Services will hold a post-camp meeting and awards presentation at the Emergency Services Compound.

Additional information can be found in the Emergency Services briefing package.

### **EMERGENCY SERVICES ROLES AND RESPONSIBILITIES**

**Director of Emergency Services & Camp Safety (DESCS):** General Description: Senior authority overseeing all emergency operations, training, deployment, and coordination of Fire, Medical, Safety, and Logistics teams.

Reporting Structure: Reports to Camp Coordinator (Camp Chiefs); all Emergency Services leads report to DESCs.

**Incident Commander (I/C):** General Description: Leads on scene emergency operations, establishes a command post, allocates resources, and ensures responder safety.

Reporting Structure: Reports to DESCs. Fire, Medical, and Safety teams report to the IC during an active incident.

**Medical Team Coordinator (MTC):** General Description: Leads medical response, triage, treatment, patient tracking, and hospital coordination.

Reporting Structure: Reports to I/C during incidents, otherwise reports to DESCs.

**Camp Safety Coordinator (CSC):** General Description: Ensures camp wide safety compliance, conducts risk assessments, and supports emergency actions.

Reporting Structure: Reports to DESCs; supervises safety personnel.

**Fire Safety Coordinator (FSC):** General Description: Oversees fire response, prevention, inspections, and coordination during fire emergencies.

Reporting Structure: Reports to I/C during fire response; reports to DESCs otherwise.

**Emergency Response Team Members:** General Description: Respond to ERG calls, dispatch resources, meet incoming responders, and maintain scene control.

Reporting Structure: Report to the Incident Commander.

**Public Relations:** General Description: Performs public relations through recruiting and promotion of a positive experience within the camp between the camp and Emergency Services.

**Reporting Structure:** Report to the Camp Coordinator and follow Incident Command during emergencies.

**Logistics:** General Description: Works in the camp kitchen to prepare meals and snacks for emergency services personnel on and off duty.

**Reporting Structure:** Report to the Camp Coordinator and follow Incident Command during emergencies.

### **BELS BACKYARD BBQ**

**Introduction:** This section outlines the BEL's Backyard BBQ (Food Booth) Volunteers for DIBC, including roles, responsibilities, reporting structure, and application requirements for Offer of Service personnel.

**Application Requirements:** To apply to the BEL's Backyard BBQ team, please register your Offer of Service (OOS) through Amilia. All applicants must be approved by the Manager of BELs Backyard BBQ, Stewart Giem.

**Personnel Arriving On Site:** Upon arrival at Camp BEL, register at the main building on the Camp BEL side, set up your tent or RV on the Fairgrounds side, and then check in with the BBQ team. BEL's Backyard BBQ is located behind BEL's Outfitters (Tuck Shop) and across the camp road from Puffin Subcamp.

**Schedule:** Please arrive as early as possible on Friday.

#### **Shifts**

Friday: 3:00PM – 10:30PM

Saturday: 9:30AM-10:30 PM: Please report there immediately following opening and expect to stay for 30-60 minutes after we close for clean up.



Sunday: 9:30 AM – 12:00 Noon, if you can assist on Sunday, please report there immediately following Closing. This time we will sell any remaining packaged products as well as clean and pack up the space.

**Team-Specific Expectations:**

- Work as a team and be willing to help wherever needed
- Tasks may include taking orders, gathering orders and handing them to the customer, restocking products, making drinks or food items, and helping with setup, take down and cleanup.
- During specific times, this is a very busy and fast paced work environment. Please be prepared to work quickly and efficiently.

**Team Briefing:** BEL's Backyard BBQ will hold a team briefing on Friday and will attend both troop and staff meetings during the camp.

**EVENT PROGRAM**

**Schedule**

**Friday**

After 1:00 pm – Arrive, register on the Camp BEL side of the road, and set up your sleeping area (tents or RVs) on the Dorchester Fairgrounds side. Once your sleeping area is set up, return to the Camp BEL side and report to the Activity Barn. You may be asked to help with program area events set up or assist with traffic direction.

6:00 pm – Dinner available in the Fairgrounds Building

9:30–10:00 pm – Mandatory Program Staff Meeting in the green Fairgrounds Building (Mess Hall)

Midnight – Quiet Time

## Saturday

Rise and shine! Set your alarm to allow enough time to get dressed, use the washroom, and pack your daypack with everything you'll need for the morning.

7:00 am – Breakfast in the Fairgrounds Building

*(You may want to take a snack with you, as you won't be back until 12:30 pm.)*

8:00 am – With your fully packed daypack, head across the road to the Barn to help load your Program Area's wagon. Then proceed to your Program Area to assist with setup. In addition to your own station, you will help set up all stations in your area, as Troop Scouters and youth arrive at the same time.

9:30 am–12:30 pm – Run your event. Use a hole punch or Sharpie to mark campers who have visited your station.

12:30–1:30 pm – Encourage all youth to return to their campsites. Once the program area is clear, walk back to the Fairgrounds Building for lunch.

1:30–5:00 pm – Run your event.

5:00 pm – Tear down and clean up event spaces. Load all program gear onto the trailer. Meet the trailer at the Barn once it arrives and unload gear into storage.

6:00 pm (ish) – Dinner in the Fairgrounds Building once all gear is stored. Free time after dinner.

9:00 pm – Optional: Walk over to camp and join evening entertainment (often a concert, dance party, or badge trading).

10:15 pm – Leader's Mug-Up and Youth Feedback Meeting in the Fairgrounds Building.

Midnight – Quiet Time



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## Sunday

7:00 am – Breakfast available. Help tear down the dining hall, clean washrooms, and pack personal gear.

8:00 am – Closing ceremonies. Following the ceremony, please help with traffic direction and camp teardown.

11:00 am – Have a safe trip home and thank you for your service!

## **BELS OUTFITTERS**

**Introduction:** This section outlines the roles, responsibilities, reporting structure, and application requirements for volunteers working with Bel's Outfitters (Tuck Shop) at DIBC.

**Application Requirements:** To apply to the BEL's Outfitters team, please register your Offer of Service (OOS) through Amilia. All applicants must be approved by the Manager of Bel's Outfitters, Katie Bacon. If you have not heard from her at least two weeks prior to camp, or if you have any questions, please contact her at [baconbel@hotmail.com](mailto:baconbel@hotmail.com)



**Personnel Arriving On Site:** Upon arrival at Camp BEL, please register at the main building on the Camp BEL side of the road. After registering, set up your tent or RV on the Fairgrounds side. Once your accommodations are set up, check in with the Outfitters team. BEL's Outfitters is located inside the small building across the camp road from Puffin Subcamp.

**Shifts**

Please plan to arrive as early as possible on Friday.

BEL's Outfitters is proposed to be open during the following times:

Friday: 3:00 PM – 10:30 PM

Saturday: 9:30 AM – 10:30 PM, please report immediately at opening and be prepared to stay 30–60 minutes after closing to assist with cleanup.

Sunday: 9:30 AM – 12:00 PM, if you are available to assist on Sunday, please report immediately following closing. During this time, we will sell remaining packaged products and clean and pack up the space.

**Team-Specific Expectations:**

- Work as part of a team and be willing to assist wherever needed.
- Duties may include taking orders, preparing orders, handing orders to customers, restocking products, and assisting with setup, takedown, and cleanup.
- At times, this can be a busy and fast-paced environment. Please be prepared to work quickly and efficiently.

# Site Map

