

2019

**NORTHWEST
DISTRICT**

WEBELOS WOODS



**STAFF
GUIDEBOOK**

**43rd Annual Webelos Woods
May 17-19, 2019**

**NORTHERN STAR COUNCIL
BOY SCOUTS OF AMERICA**

TROOP STAFF ROSTER

_____ **TROOP**

	Name	Troop	Phone
SM:	_____	_____	_____
ASM:	_____	_____	_____
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SPL:	_____	_____	_____
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**43rd ANNUAL WEBELOS WOODS COMMITTEE
NORTHWEST DISTRICT
NORTHERN STAR COUNCIL
BOY SCOUTS OF AMERICA**

WELCOME

On behalf of the Northwest District Committee, Activities Committee, and the 2019 Webelos Woods Committee, thank you for accepting a position on the 2019 Webelos Woods Field Staff. You are the most important people to the event participants. Without you there, it would not be possible to hold this campout for the several hundred Webelos Scouts and their adult partners who will be spending this weekend in your care. This is an awesome responsibility, especially for you Patrol Leaders and Skill Station Instructors. Remember, you are the **EXPERIENCED SCOUTS** that the Webelos and their parents will be observing. What you do will make a lasting impression on them, of you and the Boy Scouts of America. Let's make it a good impression by being as enthusiastic and professional as you can be and make sure **EVERYONE** has **FUN!**

Good luck Scouts and Scouters,

Mark Beeksma
Chair 2019

STAFF REGISTRATION INFORMATION

Registration Instructions for Webelos Woods Staff.

1. Complete the Online Registration Form and Fee Payment. Link available at:
<https://www.scoutingevent.com/250-nw2019wws>
2. Complete the Health form (Parts A and B).

NOTE: Abiding by the District philosophy that every Scout and Scouter must pay their own way, all staff are required to pay a registration fee. This fee includes food, camp fee, and a patch

ORGANIZING YOUR TROOP

1. Contact the Cubmaster and Webelos Leaders assigned to your Provisional Troop and organize the Webelos Dens into Patrols based on the number of Webelos Scouts attending.
2. Contact the Scoutmasters assigned to your provisional troop and recruit them or one of their Assistant Scoutmasters to serve as Assistant Scoutmasters in your Webelos Woods Provisional Troop to work with Parents Patrols.
3. Recruit a Senior Patrol Leader and one Patrol Leader for each Patrol in your Provisional Troop. Large Patrols may use two Patrol Leaders. Patrol Leader selections should be a joint decision with the Packs and their affiliated Troops. The following are recommended requirements for Patrol Leaders: prior Patrol Leader experiences, First Class rank, ≥ 13 years of age, complete uniform, enthusiastic, good Scouting role model.
4. Ensure that all participants complete online registration.
5. Complete Provisional Troop Roster.
6. Make arrangements for necessary tents, troop equipment, etc.

SCOUTMASTER DUTIES AND RESPONSIBILITIES

1. Review the 2019 Webelos Woods Staff Guidebook. Pay particular attention to the Senior Patrol Leader Duties and Responsibilities, and the 2019 Webelos Woods Participants Guidebook that is included at the back of the Staff Guidebook.
2. Between yourself and your Assistant Scoutmasters, make the following assignments:
 - a. **Physical arrangements**
 - b. **Health, Safety and Fire Marshal**
 - c. **Program**
 - d. **Food Distribution**
 - e. **Parent Liaison**
3. Be responsible for the operation and the program for your Troop. Make sure your Troop attends all scheduled activities.
4. Supervise and direct the activities of your Senior Patrol Leader. Be sure that Scouts have not brought prohibited items to camp (See Page 16).
5. Instruct adult Den Leaders about their responsibilities. (Maintain discipline and help Patrol Leaders as needed.)
6. Make sure that all the Webelos Scouts in your Troop and their parents know the location of:
 - a. **Water spigots**
 - b. **Latrines**
 - c. **Food Distribution (Shelter 2),**
 - d. **First Aid station (Training Building),**
 - e. **Headquarters (Training Building).**
 - f. **Severe Weather Shelters and Instructions**

7. Make sure that the Webelos Patrols function as a unit. The Scout Patrols should tent in one area of the campsite and the Adult Patrol should tent in another area. Remember, this is a taste of what Scouts BSA is - not a Parent / Child campout.
8. Watch over the health and safety needs of your Troop. Do not let the Patrol Leaders take their Patrols out for any activity not on the program.
9. Help resolve equipment problems.
10. Make sure that all cooking fires are located away from tents and dining flies. Make sure that no liquids are used to start fires. Ensure that adult supervision is present when propane or liquid fuel stoves or lanterns are used.
11. Before the closing ceremony on Sunday morning, make sure that your Troop site is thoroughly policed. Remember, we can always leave a campsite cleaner than when we got there.
12. Insure that trash is properly bagged and taken to the trash dumpster in the upper level parking lot on Sunday morning.
13. Make sure that all ashes are deposited in the metal drums that are located by each campsite. **(These are not for trash)**
14. After the closing ceremony on Sunday, distribute patches to your Troop in your Troop site.

ASSISTANT SCOUTMASTER OF PARENTS PATROL DUTIES AND RESPONSIBILITIES

1. Review the Webelos Woods Field Staff Guidebook
2. Friday evening, introduce yourself to the parents as they arrive. Maintain close contact with all the parents in your Provisional Troop for the entire weekend, and try to be very aware of their needs and desires.
3. Set up an axe yard on Friday evening. Instruct the adults that this yard is for staff or adults only.
4. Along with the Scoutmaster, hold a brief orientation session for all of the Provisional Troop before the campfire on Friday evening. At this meeting, brief them on the idea of patrols and youth leadership. Ask them to let the Patrol Leaders lead their Patrols and not to interfere unless a safety problem arises.
5. Encourage parents to attend the Parent's hike at 10:20 a.m. Saturday morning starting at the Training Building and to attend the orientation to Scouts BSA that is scheduled for 2:10 p.m. Saturday afternoon at the Training Building.
6. Lead the adults in skits and / or song during the Troop campfire on Saturday night.
7. Try to see that the parents have as much fun as possible and have fun yourself.

SENIOR PATROL LEADER DUTIES AND RESPONSIBILITIES

1. Review the Webelos Woods Field Staff Guidebook, especially the schedule and map.
2. Preside over general Troop meetings and Patrol Leaders Council meetings.
3. Assign duties and responsibilities to Patrol Leaders.
4. Review the program and schedule with your Patrol Leaders and make sure that your Troop stays on schedule.
5. Insure that Patrol Leaders do their job. Have Patrol Leaders keep their Patrols in the Troop site, except as the schedule requires, or with the specific permission of your Scoutmaster.
6. Supervise the setting up and taking down of Patrol sites. Make sure that your Troop site is clean prior to the closing ceremony on Sunday morning. All equipment should be moved to the side of the road.
7. Help plan your Troop's Saturday evening campfire.
8. If your Troop is assigned a flag raising or lowering ceremony, organize a team of Webelos Scouts under leadership of a Patrol Leader to practice and conduct it.
9. Inspire enthusiasm for your Troop.
10. Allow no radios, media players, or video games to be used by Patrol Leaders.
11. Set an example which will make the Webelos Scouts in your Troop think, "I want to be a Scout, just like them."
12. Be in uniform at all times.
13. Bring with you:
 - a. Ideas for Troop Calls, Hiking Songs, and Skits. Use when moving outside of the Troop site.
 - b. **BAG LUNCH** and snack for Friday night.

PATROL LEADER DUTIES AND RESPONSIBILITIES

1. Your conduct and activities must reflect the highest ideals in Scouting. One of your roles is to help teach and encourage the Webelos Scouts to do things for themselves, not to do things for them that they could do themselves. The parents and Webelos Leaders are supposed to be observers. You are supposed to direct the activities of the Webelos Scouts. It is difficult for a parent to watch their child struggle to learn, and easier to do it themselves. Do your best to stay in charge and let your adult Den Leader know if there is a problem developing.
2. Do not bring radios, media players or video games, etc. to camp.
3. Follow the instructions of the Senior Patrol Leader. Attend Patrol Leaders Council meetings as called by the Senior Patrol Leader.
4. Be in correct uniform at all times.
5. Keep on schedule at all times.
6. Bring with you:
 - a. Waterproof Matches
 - b. Fire starters
 - c. Ideas for Saturday night campfire skits.
 - d. Ideas for Patrol Names / Flags / Calls.
 - e. Your Boy Scout Handbook.
 - f. **BAG LUNCH** and snack for Friday night.
Note: Materials / markers for patrol flags will be provided to your Provisional Scoutmaster.

Friday

1. Help your Patrol set up tents.
2. Set up a cooking fire site and explain safety precautions.

3. Conduct knife safety training for your Patrol. Do not allow Webelos Scouts to use any axe or saw.
4. Prepare fireplace and wood for breakfast. Cover wood at night to prevent dampness.
5. Set up duty roster for Friday, Saturday and Sunday.
6. Lead the Patrol in selecting a Patrol Name, making a Patrol Flag, and choosing a Patrol Yell.

Saturday

1. Demonstrate proper techniques of fire building.
2. **Supervise** and help Patrol cooking and clean-up. Wash your own gear. "Clean-up" on duty roster washes Patrol dishes.
3. Review the "Outdoor Code" with your Patrol.
4. Lead your Patrol through the Skill Stations. Help Skill Station staff and encourage your Patrol.
5. Be sure you are aware of the schedule at all times.

Sunday

1. Supervise Patrol cooking and clean-up.
2. Supervise camp take-down and site cleanup. Keep your Patrol together and working.

All weekend

Have FUN yourself! This should be one of your many highlights of your scouting career!

2019 Northwest District Webelos Woods Participant's Guidebook

Welcome to Northwest District's 43rd Annual Webelos Woods. Are you ready for the fun and adventure awaiting you at Webelos Woods? This 2019 Webelos Woods Guidebook will tell you what it is all about and how to get ready to enjoy the weekend.

CHECK IN TIME: The check in time is **5:00 p.m.**, Friday, May 17th, for the Webelos and parents. Try to arrive prior to that so registration and camp setup can be completed in a timely manner.

WHERE: Webelos Woods will be held at **Fred C. Andersen Scout Camp**, a 200-acre Northern Star Council camp located in Wisconsin on the St. Croix River just East of Stillwater, Minnesota. The map on the back of this handbook shows you how to get there.

CAMP DEPARTURE TIME: You should be homeward bound by 9:30 a.m., Sunday, May 19th.

WHAT TO DO WHEN YOU ARRIVE: This guidebook contains a map of the Webelos Woods encampment. As you start down the trails from the parking lot, you will find a sign, which lists each of the Packs and shows which Provisional Troops they are assigned to (just in case you were not notified). You will also find a map, which shows where the various Provisional Troops will be located. Review the map and familiarize yourself with the camp layout and locate your Troop campsite, the First Aid Station (Training Building), and the Food Distribution point (Shelter 2). There should be carts available to haul your personal gear in - **PLEASE** bring them back right away so others may use them.

SKILL STATIONS

1. **Chariot Race** – Learn to lash together a “chariot” and run a race course carrying your fellow Scouts
2. **Compass Course** – Practice using a compass to follow a bearing. Calibrate your pace to know the distance. Follow sequence and see if you end up in the predicted spot.
3. **Knot Tying** – Learn to tie the basic knots every Scout should know and their uses in camping.
4. **Fire Building** – Learn how to build, start and use many different kinds of campfires. You will have an opportunity to build and light a fire.

Each Skill Station will give you the opportunity to try your hand. Patrols will compete with each other in a Fun competition. Enjoy the Stations!

WHAT TO BRING

Personal Equipment:

1. A **Class A** uniform shirt is a must for all Scouts.
2. A hat. This is a heavily wooded area.
3. A pair of comfortable hiking boots or walking shoes (Keep them properly tied to prevent blisters).
4. One extra pair shoes, in case the first pair get wet.
5. One change of trousers and shirt.
6. Three pairs of socks.
7. Two sets of underwear.
8. Toilet kit, containing: towel, washcloth, soap, toothbrush, toothpaste, and a comb.
9. Sweatshirt or light jacket. (Heavier outerwear if the weather dictates).
10. Poncho or raincoat, with rain hat or hood (**A MUST**).
11. Sleeping bag or blankets. We will be tent camping. A cot, air mattress, or sleeping mat will also make you more comfortable.
12. Eating utensils: plate, cup, knife, fork, and spoon (**A MUST**).
13. Flashlight and extra batteries.
14. **BAG LUNCH AND SNACK FOR FRIDAY NIGHT.**
15. Lawn chair or camp stool for adults. (You may want to bring reading materials for your free time).

NOTE: Make sure all your personal gear is marked with your name!

Troop Equipment

1. Tents for all Webelos Scouts and troop staff
2. Waterproof ground cloths.
3. Cooking gear - pots and pans and cooking utensils - for each Patrol and for Adult Patrols.
4. Water containers for each Patrol.
5. Dish washing equipment; including scouring pads, liquid detergent, dishcloth, paper towels, and dish pans (one for soapy water, one for rinse).
6. Grates and / or grills to cook food over a wood fire (one for each Patrol).
7. Empty coolers for extra food.

NOTE: Pack everything so that you can carry it for about a quarter of a mile. You will not be allowed to drive to your campsite.

THE FOLLOWING ITEMS ARE STRICTLY PROHIBITED ON CAMP PROPERTY!

- Alcoholic beverages of any kind.
- Gasoline or propane space heaters.
- Charcoal lighter fluid.
- Axes (**except Provisional Scoutmasters**, we gather ground laying wood only).
- Firearms or archery gear.
- Fireworks of any kind.
- Pets.

**ANY INDIVIDUAL (YOUTH or ADULT) IN POSSESSION OF
ANY PROHIBITED ITEMS WILL BE ASKED TO LEAVE
THE CAMP PREMISES AND WILL NOT RECEIVE ANY
AWARDS OR REFUNDS**

All participants are asked to abide by the Provisional Troop Scoutmaster's rules regarding use of personal electronic equipment. We encourage all attendees to focus on the activities that make Webelos Woods a great experience and resist the distractions of Smart Phones and the like for the weekend.

2019 WEBELOS WOODS MENU

Friday Supper:	Bag Lunch from Home
Saturday Breakfast:	Eggs or French Toast, Sausages
Saturday Lunch:	Hot Dogs and Chips
Saturday Supper:	Foil Dinners or Hamburgers
Saturday Cracker-Barrel:	Chefs Surprise
Sunday Breakfast:	Cold Cereal and Fruit

Condiments will be provided at each meal. *This menu is subject to change.*

Adults: Hot coffee will be available all day Saturday (starting at 7:30a.m.) at Shelter 2 (see the map).

Scoutmasters: Bring along extra heavy-duty foil in case some of the scouts damage theirs. Charcoal may be used for the foil dinners, **no lighter fluid**. Charcoal lighting chimneys are very helpful here.

SCHEDULE

Friday, May 17

5:00 p.m.	Camp Set-Up and Supper (Bag lunch)
7:30 p.m.	Troop Check-in (Troop site)
8:00 p.m.	Troop / Parent Organization Meeting (Troop site)
9:00 p.m.	Welcome Campfire (Camp Fire area)
10:15 p.m.	Taps (Quiet time)
12:00 a.m.	Campfires Must Be Out

Saturday, May 18

6:30 a.m.	Reveille
7:00 a.m.	Flag Raising – Shelter 2
7:15 a.m.	Food Distribution (Shelter 2)
7:30 a.m.	Breakfast and Clean-up (Troop site)
9:30 a.m.	Make Patrol Flags (Troop site)
10:20 a.m.	Scout Skills Station #1 (See chart for locations) Parent Hike (Training Building)
11:10 a.m.	Scout Skills Station #2 (See chart for locations)
12:00 noon	Food Distribution (Shelter 2)
12:15 pm	Lunch and Clean-up (Troop site)
2:10 p.m.	Scout Skills Station #3 (See chart for locations) Scout Orientation for Parents (Training Building)
3:00 p.m.	Scout Skills Station #4 (See chart for locations)
3:40 p.m.	Free Time / Trading Post (see chart for times)
5:00 p.m.	Food Distribution (Shelter #2)
5:15 p.m.	Dinner and Clean-up (Troop site)
6:45 p.m.	Scouts' Own Worship service (OA Fire Ring)
7:05 p.m.	Flag Retirement Ceremony (OA Fire Ring)
7:30 p.m.	Free time

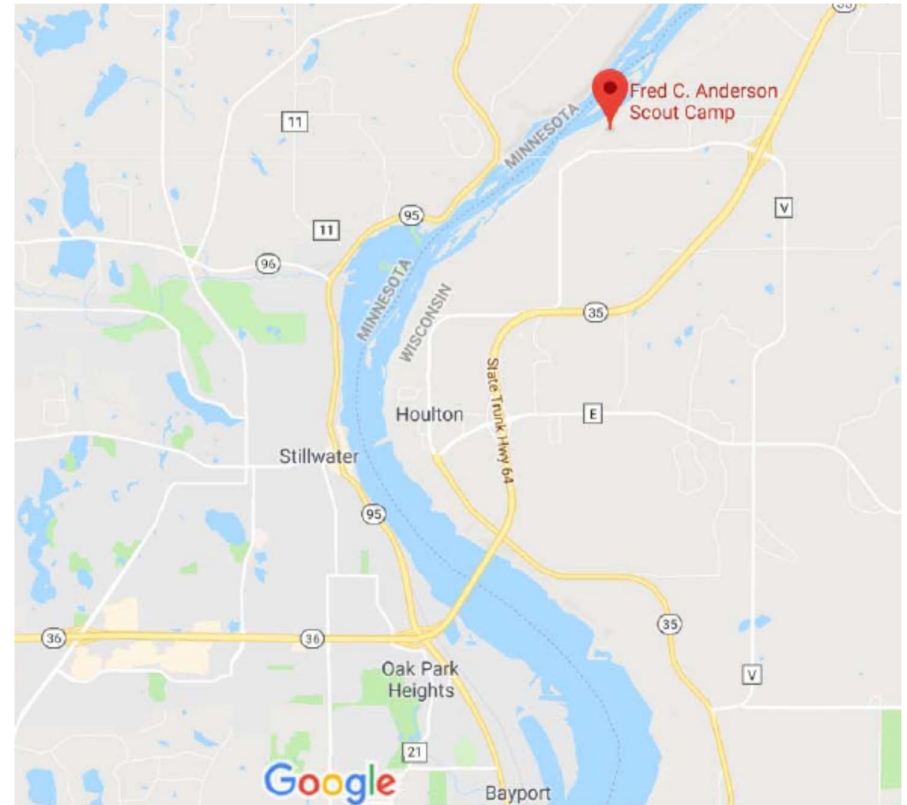
Saturday, May 18 (continued)

- 8:00 p.m. Campfire Planning (Troop site)
- 8:15 p.m. Food Distribution (Shelter 2)
- 8:30 p.m. Troop Campfires (Troop site)
- 9:00 p.m. Troop Cracker Barrel (Snack) (Troop Site)
- 9:00 p.m. Skills Staff Cracker Barrel (Training Bldg.)
- 10:00 p.m. Taps (Quiet time)
- 11:00 p.m. Campfires Must Be Out

Sunday, May 19

- 6:30 a.m. Reveille
- 7:00 a.m. Food Distribution (Shelter 2)
- 7:15 a.m. Breakfast and Clean-up (Troop site)
- 8:00 a.m. Camp Clean-up and Inspection (Troop site)
- 8:30 a.m. Closing Ceremony and Patch Distribution
(Flag Poles by Trading Post)
- 9:00 a.m. Homeward Bound

Please Drive Safely and Buckle Up!



FOR EMERGENCIES CALL:

(715) 549-6641

Ranger: Chris Lacher

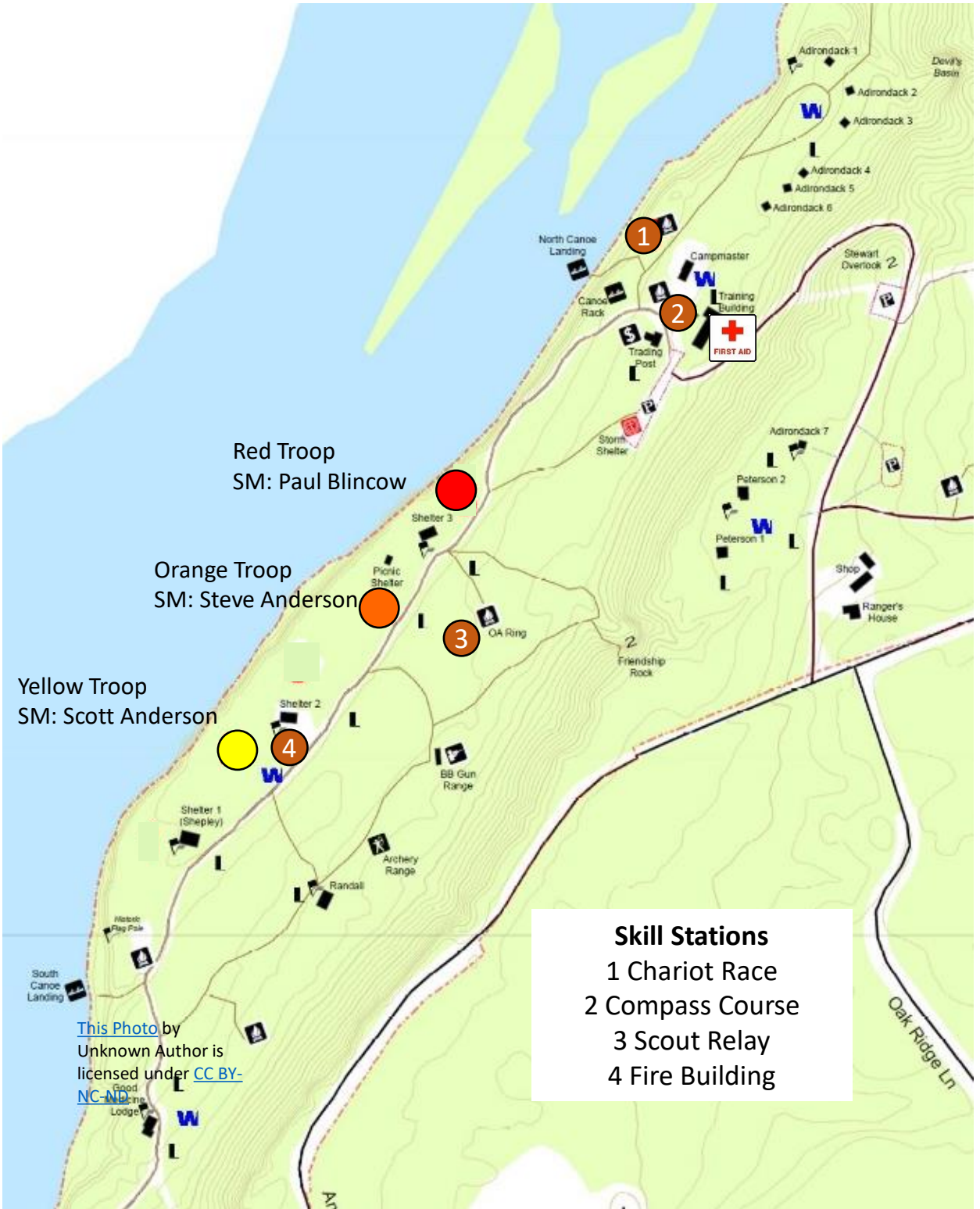
TELL THE RANGER YOU ARE TRYING TO LOCATE A PARTICIPANT AT NORTHWEST DISTRICT WEBELOS WOODS



2019 WEBELOS WOODS SKILL STATION SCHEDULE

TIME	1 CHARIOT RACE	2 COMPASS COURSE	3 SCOUT RELAY	4 FIRE BUILDING	OTHER ACTIVITIES
10:20 -11:00 am	Red	Orange 1	Orange 2	Yellow	Parent Hike Training Building
11:10 - 11:50 am	Yellow	Red	Orange 1	Orange 2	
12:00 - 2:00 pm	FOOD DISTRIBUTION AND LUNCH				
2:10 - 2:50 pm	Orange 2	Yellow	Red	Orange 1	Parent Orientation Training Building
3:00 – 3:40 pm	Orange 1	Orange 2	Yellow	Red	
3:40 – 5:00 pm	FREE TIME and TRADING POST (see schedule below)				

	TRADING POST SCHEDULE	SEE MAP FOR SKILL STATION LOCATIONS
3:15 - 3:40	ADULTS and STAFF ONLY	
3:40 - 4:05	RED TROOP	
4:05 - 4:30	ORANGE TROOP	
4:30 - 4:55	YELLOW TROOP	



Red Troop
SM: Paul Blincow

Orange Troop
SM: Steve Anderson

Yellow Troop
SM: Scott Anderson

Skill Stations
1 Chariot Race
2 Compass Course
3 Scout Relay
4 Fire Building

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WEBELOS WOODS 2019

PATROL DUTY ROSTER

MEAL	FOOD PICKUP	COOK	FIRE	WATER	CLEAN-UP
SATURDAY BREAKFAST					
SATURDAY LUNCH					
SATURDAY DINNER					
SATURDAY CRACKER- BARREL					
SUNDAY BREAKFAST					

**EACH PATROL MEMBER IS RESPONSIBLE FOR HELPING GATHER WOOD
AND FOR CLEANING THEIR OWN PERSONAL COOK GEAR.**