

# KRAZY KOSCI KLIMB 2024 VOLUNTEER INFORMATION



**THANK YOU** for volunteering for the Krazy Kosci Klimb 2024! Volunteers take on many vital roles at the event from participant relations, setting up for the event, checkpoint teams and medical teams.

**In addition to this info pack please also ensure you refer to the [Participant Information Pack](#) which contains information general on Accommodation, Meals, Mandatory Gear etc. This pack contains additional volunteer information.**

There will be a volunteer briefing 6.00-6.45pm on 30<sup>th</sup> Jan 2024 (via zoom) and a team and volunteers briefing the evening before the climb, Friday 9<sup>th</sup> February 2024, 7.30pm in Jindabyne at the Sport & Recreation centre. Please read all the information and attend the briefings, so you are prepared to ensure the smooth running of the Krazy Kosci Klimb 2024.

## THE WEEKEND SCHEDULE:

### Friday:

Time	Action	Where	Who
1.30pm	CPA Registration Team to arrive	Rec Hall at S&R	CPA Rego Team
3.00pm - 4.30pm	Arrive at Jindabyne Sport & Recreation Centre **Bring any checkpoint boxes / decorations to go up mountain	Rec Hall at S&R	All
5.15pm	Welcome Drinks outside Rec Hall weather permitting	Outside Rec Hall	Everyone
6.00pm	Team Photo outside Rec Hall weather permitting	Outside Rec Hall	Everyone!
6.15- 7.00pm	Welcome dinner in Moguls area (Volunteers) and Dining Room (Corporate Sponsors)	Dining Hall & Moguls	All
7.00pm - 7.30pm	Event briefing in Dining Area	Dining Area	All
7.30pm- 8.30pm	Mandatory Safety Volunteer Briefing	Rec Hall	Volunteers, Corporate Checkpoint Sponsors & CPA Team
9.00pm	Bar Closes		

### Saturday Morning:

Time	Action	Where	Who
4.15am	Collect Breakfast Pack AND Packed Lunch from Alpine Cool room	Alpine Cool room	Set Up Crew ONLY
4.30am	Set Up Crew to leave for Basecamp	Alpine	Set Up Crew ONLY
4.30am	Breakfast for Event Team at S&R / Alpine Breakfast Packs	Dining Hall or Alpine	Event Team + Kirsten, Gabe
4.40am	Event Team to leave for Basecamp	Driving	Event Team + Kirsten, Gabe
4.50am	Volunteers and all Checkpoint Teams to have breakfast	Dining Hall at S&R and Alpine	Basecamp, checkpoints teams, nurses, videographers
5.15am	Volunteers to leave for Basecamp	Driving	Basecamp, checkpoints, nurses, videographers
5.30- 7.00am	Participants and team leaders / fundraising coaches to have breakfast	Dining Hall @ S&R / Alpine	All Teams
6:00am	Teams to start leaving for Charlotte Pass (CPA team Leaders to make sure their team has left – family + corporate) *If planning on coffee at Basecamp, allow extra time!	Driving	Team Leaders + all participants
6:00am	Volunteers to collect radios at Basecamp + start walking to their checkpoints	Charlotte Pass	Basecamp, checkpoint teams, nurses
7.00am	Check point 1 and 2 Set up		
8.00am	Check point 3, 4 and Summit Set Up		

### Saturday Afternoon:

Time	Action	Where	Who
From 1.00pm	CP1 to radio Basecamp Events Team once teams start to pass on their way down – <b>ensure message received</b>	Mountain	Checkpoint 1
From 1.00pm	Checkpoints – once final team passed through on return to finish line, pack up your checkpoint boxes. The set-up crew will pack down your Marquee.	Mountain	Checkpoints
2.00pm – 5.00pm	Climb completion times. BBQ & rest.	Basecamp	All Climbers
	Checkpoints – once final team passed through on return to finish line, pack up your checkpoint boxes. The set-up crew will pack down your Marquee. Ensure timing list and any incident reports are handed to event team at basecamp.	CPs – basecamp	Everyone
	Set Up Crew to Pack down	Mountain	Set Up Crew + Event Team
6.15pm	Celebratory dinner	Dining Hall	Everyone
8.00pm – 9.00pm	Celebration!	Dining Hall	Everyone

### Sunday:

Time	Action	Where	Who
7.00 – 9.30am	Breakfast	S&R / Alpine	Everyone
10.00am	Check out		Everyone

## TRAVELLING TO CHARLOTTE'S PASS ON SATURDAY MORNING:

Approximately 45 minutes from Jindabyne but please allow at least an hour + extra time for

coffee!!! \*\*Beware of wildlife, drive carefully\*\*

- Note there is NO PARKING at Basecamp.
- Everyone is to get dropped off by their driver at Basecamp. The driver of the vehicle then proceeds to Charlottes Pass Hotel for parking & shuttle bus pick up
- Only those that have 'Event Operations Basecamp Accreditation' and Emergency Vehicles can park in designated spots
- Shuttle bus in place from 5.45am

### Directions:

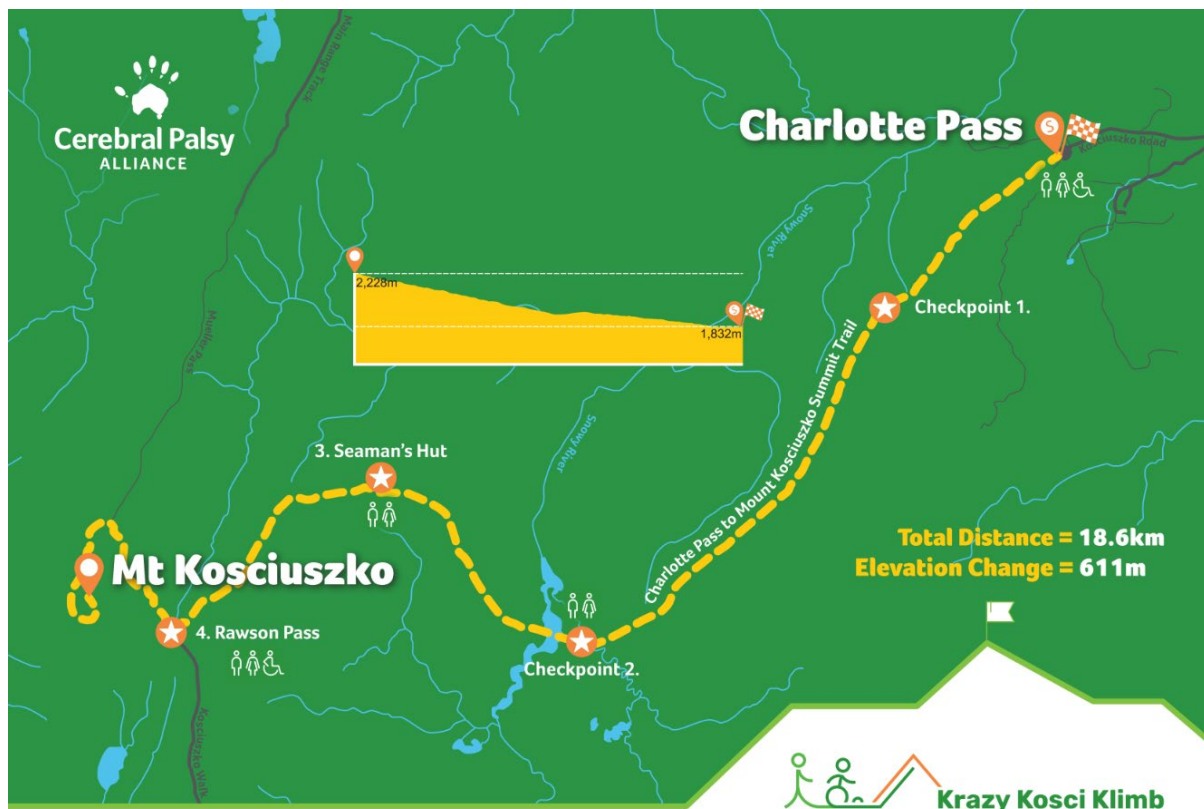
- Leaving from Sport & Rec turn right onto Berry Way
- Leaving from Alpine turn left onto Berry Way
- Once you reach the roundabout turn left onto Kosciuszko Rd
- Follow Kosciuszko Rd all the way to Charlottes Pass

TEAM START TIMES:

Start Time	Team
07:00	Team Louis
07:05	Team Eadie
07:10	Team Lilliana
07:15	Team Eric
07:20	Team Nate
07:25	Team Liam T
07:30	Team Tilly
07:35	Team Amelia
07:40	Team Jacob
07:45	Team Jaleyah
07:50	Team Daniela
07:55	Team Liam B
08:00	Team Rachael
08:05	Team Thomas
08:10	Team Isaac

## THE MOUNTAIN & FACILITIES:

Toilets available at: Charlotte Pass. CP 2 is a portaloo. Seamans Hut (2 hours walk). Rawsons Pass (3 hours walk). It is best to go at Charlottes Pass before you start the climb



The Summit Trail takes you from Charlotte Pass to the top of Mt Kosciuszko. It follows the Old Kosciuszko Road, winds through the mountains to Rawson Pass, passing the Snowy River and Seamans Hut and then continues to the top of Kosciuszko. On a clear day, the views span all the way to the horizon in every direction from the highest point in Australia. Certain snow poles along the way have Km markers, which denote the distance to the summit. Aside from these, the main points along the way are as follows: @ 2.5km Checkpoint 1 , @ 4.5km you cross the Snowy River Checkpoint 2, @ 5.9km you pass Seamans Hut Checkpoint 3, @ 7.6km, you reach Rawson Pass Checkpoint 4, @ 9.3km, you reach Checkpoint Summit, the top of Mt Kosciuszko!

## WHAT TO BRING:

What to bring	What you will get
Doona and pillow	Towels, bed sheets & pillowcase
Fully charged mobile phone (Put on airplane mode as they can go flat very quickly as they search for signal). CP 3 & Summit there is no service)	A Beanie
Wet weather gear	A Puffer Jacket
Warm gloves	A volunteer t-shirt (for the Friday evening)
Sunscreen	Sunscreen will be provided at each checkpoint
Sun hat or cap	CPA Team Leader will get a first aid kit
Sunglasses with good UV protection	CPA Team Leader will get a two-way radio
Sports socks	All Check Point Leaders will get a two-way radio
Closed-in footwear	Packed Lunch (collect at basecamp unless informed otherwise)
Volunteer Hoodies will be provided to annual volunteers who don't already have one (**excluding Corporate Checkpoint Sponsors)	

## WHAT TO WEAR:

### Friday

Registration Staff: Volley CREW t-shirt

All Volunteers: Volley CREW t-shirt and Grey CREW Hoodie

### Saturday

CPA TL / checkpoints: Fancy Dress / weather appropriate clothing – with Kosci Puffer Jacket and beanie

Volunteers: Volley CREW Grey Hoodie / Volley CREW t-shirt / weather appropriate clothing – with Kosci Puffer Jacket and beanie

### Saturday night / Sunday:

All: Free choice

## RADIOS:

Radios will be our primary communication on the mountain and allocated to: Key event staff / Each Team

Leader/ Each Checkpoint Leader / Each Checkpoint runner.

At each checkpoint, the head of the checkpoint will radio the team's check-in time back to basecamp.



### Two-Way Radio Etiquette

All radios will be programmed with 3 channels

- Chan 1 Check Point – This channel is only for Check Point Leaders to radio through participants details EG Team Red Radio Check Point 2 Time 10:53am
- Chan 2 Chit Chat - This channel is for the teams to banter on & encourage each other EG Team Multiplex, Red Radio is coming up behind you on checkpoint 3
- Chan 3 Emergency – Please DO NOT USE THIS CHANNEL unless asked to change to emergency

Check Point Leaders when calling through the times please push the button to talk, a beep will sound, then commence talking after the beep. Keep microphone in front of your mouth while talking. Please use following etiquette while calling in your times.

- Check Point 2 - copy base
- Base copy Check Point 2
- Team Red Radio at check point 2 time is 10:53
- Copy Red Radio Check Point 2 at 10:53

When using the Chit Chat Channel there is no etiquette feel free to banter away! The Chit Chat Channel may not work if you are at check point 1 & want to talk to the summit, it is more for line of site use.

The emergency channel is only for an emergency please do not use this channel unless asked – if you are asked to change to emergency please remain calm & give clear instructions – always reply copy & repeat the instructions just given to you then relay any new information

- Base Copy Red Radio
- Red Radio Copy
- Red Radio Please change to emergency
- Red Radio Copy changing to emergency
- Base Red Radio there is a storm coming we need to get off the mountain start making your way back ASAP
- Red Radio Copy that base there is a storm coming we are leaving check point 2 now heading back to base
- Base copy that Red Radio

Radios will announce every time you change channel if using the Chit Channel just be mindful to change back over to the Check Point Channel when it is necessary.. To change channels turn the knob closest to the antenna with all the little dots. The ON/OFF Button is the knob on the very outside, it is also the volume knob. Your battery will be fully charged & you will be given a spare battery as well. If your battery does go flat it will start to beep to indicate it is going flat. This will happen more as you go to talk the radio will beep & not allow the transmission to go through. To change batteries there is a little clip at the bottom of the radio pull to one side & slide battery off. To put new battery on place about half way the back of radio & push up till it clicks into place.



## ROLE DESCRIPTIONS:

### Checkpoint Teams

Checkpoints are an integral part of the Krazy Kosci Klimb. Each year checkpoint volunteers ensure the safety of all participants and motivate the teams through theming their check points, having activities or offering baked goods fuelling teams on to reach the next check point. The best checkpoint costumes and decorations could win the Prize for the Best Checkpoint voted by the teams.

The checkpoints are located at Basecamp, Checkpoint 1, 2, 3, 4 & Summit. Each checkpoint will have at least 4 volunteers including a registered nurse.

Each checkpoint will have the following equipment:

- A marquee with closed in walls
- 2 tables and 4 chairs
- Checkpoint teardrop flag, to be set up directly on approach to the checkpoint so easily recognisable
- Sponsor flag, as above (if applicable)
- 1 x hard mesh sponsor fencing
- A first aid with first aid kit, defibrillator and an oxy viva
- 6 x 15L water containers for water bottle refills (& few spare cups)
- Prepacked lollies, muesli bars and fruits
- Spoons for hydrolyte
- An essentials box containing sunscreen, tape, scissors, hand sanitizer etc.
- Garbage bin
- Esky with Ice
- Themed backdrop to be attached to marquee (if applicable- if windy Set up Crew will cut in wind flaps)

Things you may want to bring:

- Music
- Decorations
- Treats (\*if baking ensure no nuts / ensure you have signage as to what is in each product)
- Fancy dress

If you would like anything additional to be placed at your checkpoint, the Set-Up Team can take that up for you (decorations, etc). Please either bring it to Jindabyne Sport & Rec and handover during registration on the Friday afternoon OR deliver to CPA Events Team, 187 Allambie Road, Allambie Heights before 6 February. Please place the items in a crate and label with your Checkpoint number.



## Checkpoint Leader Responsibilities:

- Overall responsibility for the smooth running of the checkpoint
- Checkpoint Leaders will be emailed with their checkpoint volunteer's names and contact numbers prior to the event
- The leader will liaise with the volunteers to come up with a fun theme for their checkpoint
- Sole responsibility for any communications relating to your checkpoint - ensure responsibility is passed on to a 2IC if you are not taking that responsibility
- Attendance at training for Radio communications on Friday evening in Jindabyne @ S&R (part of volunteer briefing)
- Collection of the two-way radio will be from Red Radio Solutions at Basecamp, it is your responsibility to sign out and return the radio at the end of the day

## Checkpoint Team – info for the whole team:

- All volunteers will be provided with a packed lunch for the day (sandwich, fruit, juice, muffin). You can collect these from basecamp before heading up the mountain.
- If you would like any more food throughout the day, you are welcome to provide your own and bring it with you
- From Basecamp you will be walking to your checkpoint in the morning so ensure you have comfortable shoes and clothing for ALL weather conditions.
- On arrival, check all necessary items for your checkpoint are there - checklist in folder. Ensure your sponsor signage is there, your themed backwall and your 2 x tear drop flags. Should something be missing, please radio Bill Manning, Set-Up Manager.
- Brief team on all documentation and processes provided in folder – Time sign in & out sheet, incident report form.
- Record the check-in and checkout times of all teams on the Team Time Sheet (provided in Checkpoint folder).
- Radio the team's name and arrival departure time through to basecamp
- It is important that all participants stay hydrated and energised, please make sure they fill up their water and take some time out to recharge and eat some of the food provided whilst at your checkpoint
- Having fun on the day is important for all, please motivate the teams and keep their spirits up when they are at your checkpoint
- Please ensure all checkpoint rubbish is disposed of responsibly – we need to leave the trail exactly the way we found it (garbage bags will be provided and will be collected on pack down of checkpoint)
- Once the last team has come back through your check point, please pack up your checkpoint and put everything back in the boxes. A team will come through and pack up your checkpoint (gazebos etc) and bring everything back to basecamp
- Please hand completed timesheets to Events Team at basecamp and any incident report forms.
- When everything is packed up, walk back down to basecamp to support teams, and enjoy the BBQ!

## Checkpoint – Physios:

- Massage Tables will be placed at CP 2 and CP 4. Also one at basecamp to be used post-climb.
- Roaming Physio between CP 2 and CP4 - [TBC](#)
- Around 2pm CP 4 physio please head to basecamp. Please see to the participants that have finished the climb.

## Checkpoint – Registered Nurses:

- Hold qualifications of registered nurse
- Ensure first aid kits, Defib & Oxygen at your Checkpoint is ready and in place. Please check equipment on arrival
- Assist any participants with any injuries whilst on the climb
- Provide first aid where necessary
- If injuries need escalated medical assistance, follow process on call down procedure in your checkpoint folder and we will deploy the paramedic to come to your assistance
- Complete incident report form if medical assistance is required
- Debrief post event on mountain

## Checkpoint Runners:

- All CP Runners will have an EBike assigned to them. These will be taken Friday evening for you to take to basecamp Sat AM.
- Your role is to be a runner to meet the needs of any checkpoint.

## SET-UP TEAM

Separate briefing will be given by Bill Manning, Manager Construction Teams.

## Basecamp Construction Team Leader:

Lead Build Team Lower Mountain to set up basecamp structures:

- Erect marquees, fenced off area, seating, flags, furniture
- Erect inflatable arch
- Manage team to trouble shoot with setup/take down of basecamp. Trouble shoot structural equipment issues throughout the day on lower mountain

## Checkpoint Construction Team Leader:

Lead Build Team to set up checkpoint structures:

- Load trailer with crates & equipment marked checkpoints
- Check for all items
- Coordinate and liaise with rangers for transport up the mountain
- Expedite rangers departure to ensure timely setup and prompt return of ranger vehicles
- Radio comms equipment on 1st ranger vehicle for immediate setup
- Setup checkpoints 1-4 + Summit with build team
- Trouble shooting with setup/take down and any issues throughout the day.

## Build Team & Runners:

(split between CPs/Basecamp and supporting the above)

- Assist with setup/pack down of basecamp & checkpoints
- Move to assigned checkpoint when complete
- Available for troubleshooting of equipment/wheelchair repairs throughout day
- Support participants if required

## OPERATIONS

### Basecamp Team Leader:

Lead Basecamp Team to set up:

- Ensure safe & efficient running of traffic zone with Traffic Team
- Ensure MC volunteers have system set up for start of event
- Registration Management
- Ensure all Team Leaders check in and collect required equipment
- Ensure ready for finish line – team song, MC, cheer crowd
- Rally all participants to cheer teams across the start/finish line

### Traffic Team Lead

- Setup and pack down of car drop zone
- Safe traffic management on arrival and departure
- Pedestrian safety
- Shuttle bus coordination / supplier management

## Basecamp Support Team:

- Setup of check in & equipment for team leaders
- Music & MC for event
- Start/finish line – getting teams to start line, cheering them off. Ensuring participants stay to cheer teams across the finish line
- Radio check-in for all teams
- BBQ setup, management & serving of food
- Working with basecamp sponsors - NEXON

## Communications Team:

- Setup all radio communications with support from Checkpoint Construction Team Leader & team
- Set up base station on Checkpoint 3
- Set up radio comms station at basecamp
- Staff and manage radio communications for the event
- Allocate radios to Team leaders, Event staff & volunteers
- Receive and record check-in times from checkpoints
- Manage any radio issues

## Videography / Photography Team:

- Accompanying the photographer / videographers to ensure they meet their brief and capture planned and unplanned footage opportunity

## Medical Team:

- Nurses at all checkpoints
- Ambulance/Paramedic - Will be located at Checkpoint 2 and move where required
- Physiotherapist - Basecamp + Checkpoint 2 & 4 + one roaming to provide physiotherapy services to lead participants and other participants.

## CPA Team Leaders & Fundraising Coaches:

- Always ensure the safety and welfare of your team
- Ensure your team stay together
- Check-in and out of your team with each Checkpoint on arrival/departure
- Ensure your team know where and when they need to be – including those staying at Alpine to ensure they have left Jindabyne for Charlotte's Pass
- Ensure your wheelchair or walking aid is in the right place ready for use
- If your team is pushing or pulling a lead participant in a chair, team members need to rotate **every 15 minutes** to reduce the risk of injury and fatigue.
- Ropes and harness training will be provided on the Friday night at the volunteer briefing

## IN CASE OF AN EMERGENCY:

**In the unlikely event of an incident, remain calm and follow process on call down procedure.**

Role	Name	Contact No.
CPA Event Director	Eliza Hills	Mobile - 0402 565 665 Satellite Phone - 0488 814 806
CPA Event Manager	Mary Paehlig	Mobile - 0437 308 773 Satellite Phone - 0488 815 051
Event Safety & Logistics	Bill Manning	Mobile - 0412 925 659 Satellite Phone - 0414 763 836
Event logistics and event ambassador	Mickey Campbell	Mobile - 0418 468 459 Satellite Phone - 0488 817 728
Ambulance	N/A	Satellite Phone - 0488 822 973
Ranger	Tim Beth	Mobile - 0428 159 336 Mobile - 0497 714 985 Satellite Phone - 0488 822 974

Event Operations Management Team have Satellite phones (which can still be used even when there is no reception) and their own emergency Channel on the Radio.

The Event Operations Management Team consists of:

- Eliza Hills – Event Director
- Mary Paehlig – Event Manager
- Bill Manning – Set-Up and Operations
- Mickey Campbell – Event Co-Chairman
- Tim Greville – NPWS Rangers
- Onsite Paramedics

The expectation is that you will walk to your CP – there are no Ubers on the mountain! The use of Rangers vehicle is for emergency only and in consultation with the Event Operations Team.

### Media

Should you be contacted by any media – please do not comment and refer the enquiry to:

Hannah Slowey, Onsite Media Contact, E: [hannah.slowey@cerebralpalsy.org.au](mailto:hannah.slowey@cerebralpalsy.org.au)

T: 0410 756 522

We encourage everyone to take photos and videos and post them on social media using #KrazyKosciKlimb – do not forget the donation link!

<https://www.krazykosciklimb.com.au/event/krazy-kosci-klimb-24/donate>

## QUESTIONS?

If you have any questions, please contact:

Mary Paehlig, Event Manager, E: [mary.paehlig@cerebralpalsy.org.au](mailto:mary.paehlig@cerebralpalsy.org.au), T: 0437 308 773