



OPERATION TRACKSHOES

c/o Camosun College, 3100 Foul Bay Road, Victoria, BC V8P 5J2

Make a difference, meet new people and have fun!
Join us as a **Volunteer Counsellor** at the 50th Operation Trackshoes
June 9-11, 2023 at the University of Victoria!

Operation Trackshoes (OT) is a weekend-long provincial sports festival for people with developmental disabilities. It includes a full-length competitive track and field meet, events for people in wheelchairs, as well as fun and recreational events appropriate for all ages and levels of ability.

The key component of Operation Trackshoes is building relationships between people with and without developmental disabilities. Volunteer counsellors are matched with competitors to provide support, assistance and friendship throughout the weekend (this is similar to the camp counsellor concept).

We welcome people with no prior experience but who have a sincere desire and a strong commitment to be a part of Operation Trackshoes. We are also looking for volunteers with specialized skills in areas such as behavior management, nursing, personal care and alternate communication systems.

Competitor participation is entirely dependent on the number of counsellors signing up for OT. Many competitors will be travelling a considerable distance and need to finalize their travel plans as soon as possible. Your early application will ensure access to OT from groups around the province.

Younger Counsellors

- a) Are you in grade 8 or lower? If so, you can apply as a Peer Counsellor assigned to a competitor your own age with the support of an adult counsellor. Please review the Peer Counsellor letter and complete the Peer Counsellor Application Form.
- b) If you will be 15 or 16 at the event, please register as a day or part-time counsellor.
- c) If you are 17 or older at the event, you may register as a full-time, day or part time counsellor. You may be matched with either a teen or adult competitor.

There are four types of counsellors at Operation Trackshoes:

1. **Full-time Counsellor:** Assigned to one or more competitors. Counsellors and competitors will be together day and night from 3:00pm Friday to about 2:00pm Sunday. Accommodation and meals are provided.
2. **Day Counsellor (3-day Option):** Most likely assigned to the same group for the weekend. Meals are provided. Friday: 3:00pm-11pm; Saturday: 8am-11pm; Sunday: 8:30am-2pm.
3. **Day Counsellor (2-day Option):** Most likely assigned to the same group for the weekend. Meals are provided. Saturday: 8am-11pm; Sunday: 8:30am-2pm
4. **Part-time Counsellor:** Assigned to one or more competitors on a temporary basis as needed. Part-time counsellors can participate at Operation Trackshoes for as little as four hours. Meals are provided.

Counsellor Application Forms are available for download.

The counsellor experience includes a mandatory two-hour orientation session; please review the [Orientation Schedule](#) for dates and times. If possible, please come to an earlier orientation so we can confirm your availability for the event (this will allow us to let the competitors know if they can attend Operation Trackshoes).

Important Notes:

- **Criminal Record Check:** for security reasons and in keeping with various government regulations, we require all counsellors to have a criminal record check. To make this process easy for you, we use the online process offered by the Ministry of Justice. Step by step instructions on completing your criminal record check are available [here](#). ***If you encounter any difficulties, please email info@trackshoes.ca***
- **References:** As a new counsellor, you are required to provide two references that are employment, education or volunteer related. If you are under 18, you must get a teacher to fill out the [Teacher Letter of Reference Form](#) which can be found on our website; one additional reference is still required.
- **19 and under:** If you are under 19, please have your parent or legal guardian complete and sign the [Consent Form](#) which can be found on our website. Please bring the signed and completed form with you to your orientation session.
- **Recruitment:** Our ability to accept competitors is based entirely on the number of counsellors who sign up. So, in order for as many competitors as possible to attend, we would very much appreciate your help in recruiting other counsellors.
- **Health and Safety:** Operation Trackshoes is committed to providing a safe and healthy environment for all who attend the event. To see our [Health Safety Plan](#) please visit our website.
- **More Information:** If you would like someone from the Counsellor Recruitment Committee to provide you with more information or to give you a presentation about Operation Trackshoes, please email us at info@trackshoes.ca.

We believe you will find this volunteer opportunity to be truly the experience of a lifetime. With your help, we will make Operation Trackshoes 2023, our 50th anniversary, the best weekend ever!

Judith Armstrong (President)

Fiona McDannold (Counsellor Registrar)