**Tafkidim Roles**

**Hadracha Madrich/a**
In your position as a madrich/a you will be planning and running all of the tochniot and kvutzot taking place over the course of machane. You will have training for welfare and safeguarding, and you will have pre-camp to plan and create these ideas into a reality. You are the direct face of Bnei Akiva, and you will have chanichim looking up to you for years to come.

**Technical Madrich/a**
As a technical madrich/a you will be assisting the TO/s and Head Cook/s in the day to day running of machane. Your main position will be helping the Head Cook/s out with the mealtimes in the kitchen and the cheder ochel. You will also help the TO in the Tuck Shop, building tents when necessary, and the general maintained of the Machane itself.

**TO**
Your position, as the Technical Organiser of the camp site, is to ensure that the Machane can run smoothly without the tents falling over, or without the building collapsing. You should also be as proactive as possible in the general running of Machane. You should utilise the technical madrichim as much as required, including helping you to build the tents, the mechitzah, cleaning the cheder ochel etc.

The technical madrichim are split between you and the Head Cook/s, don't be afraid to tell them what to do, or what not to do.

**Head Cook**
In your position, you will help plan, prepare and make the meals during the day. You will work with the Roshim and Sganim to ensure the times for meals are set in stone, try to stick by them. You will have the technical madrichim to assist you wherever necessary. They are shared between you and the TO/s, so be prepared to work around the TO ensuring the site doesn't collapse between mealtimes. Remember, the kitchen is your domain.

The technical madrichim are split between you and the TO/s, don't be afraid to tell them what to do, or what not to do.

**Sgan/it**
You are the madrichim's go-to person for anything, if they have any discipline issues, that's you, if they have any complaints, that's you too. You ensure the smooth running of machane, keeping an eye on the timings and quickly reorganising the day, should it become necessary. You deal with any discipline issues that should arise over the course of the machane, don't be afraid to be a little mean at times. You are also in-charge of
Tziud, use some Rosh Gadol and think of how to make items, before giving them to Rakaz to be purchased.

**Rosh**
You are the top of the pecking order. The big cheese. The numero uno etc.

If there are any welfare issues with any madrichim or chanichim over the course of the camp, you deal with it. You will have to speak to parents if a chanich goes to hospital, or has any serious discipline issues. You overlook every aspect of the machane, and you have the ability to re-write and re-order things as needed, before and during camp. Like the Sgan, don't be afraid to be a little mean at times, you need to hold respect from both your madrichim and chanichim.

**First Aider**
Your job is an important one, not that any of the others aren't. You have to be organised and have first aid training and reasonable experience in the field. After various mealtimes, many chanichim will need to take medications, it is your responsibility to administer the correct amount to the correct people at the correct times.

**Rakaz**
Do you like driving cars around, do you like shopping? This is for you. Or are you good with logistics, because it might help here too. You will be the one going around all the camps, getting their Tziud list from them, and popping off to the shops to purchase the items. You will have to use some Rosh Gadol as to where you will get some items from, and you should look through the list with the Sganim before leaving, to try and find things which don't need to be bought. (Like a beard for example, just use cotton wool.)