

Skagit County

Ground Search And
Rescue



[OPERATIONS/SUPPORT APPLICATION PACKET]

Skagit County Ground Search and Rescue application for all positions and personal information update

Revised 8 August 2018




Recruitment Announcement

Skagit County Ground Search and Rescue (SGSAR) is currently accepting applications for all positions listed here.

SGSAR is a multi-hazard, primary response Search, Rescue, Recovery and EMS agency. Overseen by the Skagit County Sheriff's Office, we provide countless services to the residents, visitors and outdoor enthusiasts of Skagit County as well as the entire State of Washington. SGSAR is built upon extremely motivated and highly trained individuals, dedicating their lives to saving others and serving their community.

Position Descriptions

Operations Division – The Operations Division of SGSAR is the field services component of the unit. This is the largest division and is what most people think of when they imagine being a SGSAR member. The entire Operations Division (not Logistics Division) is required to pass the “Arduous” level Physical Agility Test at least once during their initial training period.

-  **SGSAR Recruit Candidate**– This is the basic field SGSAR trainee and serves in either a SGSAR technician or a support role. As a recruit you will attend 3-6 months of training in preparation to be certified and qualified as a SGSAR team member. Your training starts with basic SGSAR training and concludes with Mock SGSAR scenarios, survival training and graduation ceremonies. Promotion from the SGSAR Recruit Candidate position requires successful completion of the appropriate SGSAR courses and task sheets as well as passing the Physical Stamina Test.
-  **SGSAR Technician** – The primary SGSAR field responder is the SGSAR Technician, skilled in functioning in adverse conditions while conducting a diverse range of rescue operations. Radio communications, survival, patient assessment/extrication, search techniques, first aid/CPR, land navigation, and helicopter operations are just some of the tools that these members use to assist the completion of the mission.
-  **Emergency Medical Technician** – SGSAR is a licensed BLS agency with multiple EMTs on our staff. EMT's provide a higher level of emergency care to patients and wounded rescuers in the field. Our top priority is the safety of our staff and the health and well being of our patients. We support this with highly trained Emergency Medical personnel who are our first line of response to sick and injured subjects which are otherwise outside the capabilities and/or reach of conventional Fire and EMS responders. EMT's may choose to be fully field qualified members or may operate in a limited field capacity and act as a command post or a public event BLS provider. *EMT certification is not provided in our course.

Logistics Division – The Logistics Division is the direct support network of the Operations division. Providing food, transportation, equipment, communications, and overhead support services directly to the field operatives. Logistics personnel provide an essential service to SGSAR operations. These services are often best suited for those who wish to contribute to the vision and the mission of SGSAR but are unable or do not wish to be full field operatives. Depending on the position, most Logistics positions will have limited to moderate field exposure and will require minimal training in most cases.

- ✚ **Food Services** – This position will assist the unit with preparation of food during large scale SGSAR missions, trainings, and public events and operates the SGSAR food services trailer to accomplish these goals. Food Services (FS) personnel will be required to obtain a food-handlers permit (funding provided by SGSAR) prior to operating the FS trailer. This position may include cooking at home, on the scene of a mission and at events for a large number of people. This is a low physical impact position with little to no field exposure and minimal training required.
- ✚ **Transportation Specialist** – This position will assist the unit with transportation of personnel and equipment on missions and operations. This position will require the use of personally owned vehicles as well as county owned vehicles. Personnel will need to attend any required courses that SGSAR currently has in place for drivers. This position requires a clean driving record and is limited to moderate field exposure as well as a moderate level of SGSAR training.
- ✚ **Administrative Assistant** – This position will assist in the light duty operation of the unit including, filing, light clerical work, typing, and organizing. Administrative assistants will work with the executive staff and Sheriff's Office personnel to keep personnel records, equipment inventory and to perform other tasks as needed. This is a low impact position with no field exposure and minimal training required.
- ✚ **Public Relations** – This position will assist the unit with P.R. functions, fundraising and marketing to the public. PR personnel will help to develop promotional literature, plan fundraising events, design future recruitment and PR ads as well as other tasks as needed. This is a low impact position with no field exposure and minimal training required.
- ✚ **Communications Specialist** – This position will assist the unit by providing integral communications links and technical support during missions and operations. Comms Specialists will operate in areas with poor radio coverage act as remote radio relays, operate radios as needed, complete radio communication logs, talk on specialized frequencies and be able to operate all critical radio and communication equipment as directed by the Incident Commander or their designee. This position requires moderate field exposure as well as a moderate level of SGSAR training which may include the obtaining of a HAM license.

SAR Contact Information

Skagit County Ground Search and Rescue Command Center

Address: 11525 Knudson Rd
Burlington, WA 98233

E-Mail Contacts

Public Relations Officer	Heather Jones	sgsar.pr@gmail.com
President	Austin Garner	austin@garnertech.org
Vice President	Devin McCoy	dev2pt0@aol.com
Medical Safety Officer	Isle Lindall	lindallx2@frontier.com
Training Officer	Todd Power	tntpower4@gmail.com

Physical Ability Standards

Physical Ability Standards are set for most positions* ranging from Arduous levels of activity to light. O SGSAR follows the United States Forrest Service model for establishing physical ability standards. The USFS Work Capacity Test provides an excellent framework, and is very similar in nature to SGSAR activities. All staff attempting full field certification must meet the arduous level criteria as outlined in the Work Capacity Testing for Wild land Firefighters handout.

The Physical ability standards are broken in to 3 categories:

- **Light work** involves mainly office-type work with occasional field activity. Most support staff are required to maintain this level of physical ability.
- **Moderate work** involves lifting 25 – 50 pounds and occasional demand for moderately strenuous activity. All Operations Division personnel and SGSAR Recruits perform moderate duty and are required to maintain this level of physical ability before graduation.
- **Arduous work** involves above average endurance (aerobic fitness), lifting more than 50 pounds (muscular fitness), and occasional demands for extraordinarily strenuous activities.

Team Members and SGSAR EMT's are required to pass the arduous level test at the completion of their academy but are only required to maintain the Moderate physical ability level. Team Leaders (TLs), and Field Leaders (FLs) must pass and maintain the arduous work physical ability level at all times.

Fitness Requirement	Test	Description
Arduous	Pack Test	3-mile hike with 45 pound pack in 45 min
Moderate	Field Test	2-mile hike with 25 pound pack in 30 min
Light	Walk Test	1-mile hike in 16 min

* Not all positions require Physical Agility Standards. Applicants of all physical ability levels are encouraged to apply for a number of different positions. Please contact one of our unit representatives to find out more about how everyone can be involved in O Search and Rescue

Position	Division	Training Level	Initial Fitness Requirement	Maintenance Fitness Requirement
SAR Recruit Candidate	Operations	Phase III	Arduous	Moderate
SAR Technician	Operations	Phase III	Arduous	Moderate
SAR EMT – Field	Operations	Phase III	Arduous	Moderate
K-9 Support	Operations	Phase III	Moderate	Moderate
SAR Squad Leader (TL)	Operations	Phase IV	Arduous	Arduous
SAR Branch Director (FL)	Operations	Phase IV	Arduous	Arduous
SAR Operations Sect. Chief	Operations	Phase V	Moderate	Light
SAR Logistics Sect. Chief	Operations	Phase V	Moderate	Light
SAR Safety Officer	Operations	Phase V	Arduous	Moderate
EMT – Base	Logistics	Phase II	Moderate	Light
Food Services	Logistics	Phase II	Light	Light
Transportation Specialist	Logistics	Phase II	Light	Light
Communications Specialist	Logistics	Phase II	Light	Light
Field Support	Logistics	Phase II	Light	Light
Incident Management Team	Logistics	Phase II	Light	Light
Multimedia Specialist	Logistics	Phase II	None	None
Web Design Engineer	Logistics	Phase II	None	None
Administrative Assistant	Logistics	Phase II	None	None
Public Relations	Logistics	Phase II	None	None
Facilities Maintenance	Logistics	Phase II	None	None
Vehicle Maintenance	Logistics	Phase II	None	None
Mass Communications	Logistics	Phase II	None	None

Dues

All SGSAR members maintaining an active response status are required to pay annual dues. Initial recruitment fees and dues are assessed to recruit candidates once and will pay for certain training and uniform costs.

Please note, being that Skagit County Ground Search and Rescue is a volunteer service and is not publicly funded, certain personal costs will be incurred for the purchase of personal field gear, perishables, uniform items, fuel and other expenses during training and emergencies. **Cost should never be a reason for not applying or attending the recruit academy.** There are many avenues for fund raising and obtaining gear to ensure that all dedicated and committed recruits and logistics personnel will be able to participate and attend training.

Anyone with questions or concerns regarding costs or obtaining personal equipment should feel free to contact any of the senior membership or advisory staff. Skagit County SGSAR has a small cache of personal equipment items that can be loaned to recruits during the academy to assist in offsetting costs and gear needs. Please feel free to contact us regarding the availability of gear and your personal equipment needs.

Recruit Dues:

These dues may be paid incrementally or up front. Fundraising assistance available as needed.

Date Due	Item	Cost	Note
	ASHI Certifications	\$10.00	1 st Aid, CPR, BBP
	NASAR Textbook	\$55.00	Cost includes shipping
When books or ASHI cards arrive	Total Due	\$65.00	
	Grand Total	\$65.00	

National Incident Management System Compliance

In 2004, the Department of Homeland Security released Presidential Directive #8, requiring all emergency responders, regardless of affiliation to hold appropriate NIMS certifications for their position. The primary function of this directive is to ensure that all emergency response agencies throughout the United States will be able to interoperate during large scale emergencies and disasters. Therefore, **all SGSAR recruits must complete NIMS IS-100 and IS-700**, as is appropriate for their level of training. These are lifetime certifications and need only be completed once. All NIMS certificates are obtained online at the availability of the recruit.

Go to <http://training.fema.gov/IS/crslist.asp> to access the courses.

Date Due	Item	Cost	Course location
To be determined	NIMS IS-100	\$0.00	http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-100.b
To be determined	NIMS IS-700	\$0.00	http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-700.a

Please bring a printed version of your completion certificate to the October 12th Meeting

Application Packet Instructions

The proceeding information is for your reference and for you to keep.

If submitting your application in person: Please print this packet (2 sided printing may be used to conserve paper) detach the following pages and submit them at the appropriate meeting. Please retain a copy of your application for your records.

Once your application has been submitted, it will be reviewed only by Skagit SGSAR officers and Skagit County Sheriff's Office staff. All information provided is considered confidential and will not be released or shared with any person or party outside of the application and background check process.

DEM Emergency Worker Application

Please print the last page of this application separately and complete the DEM Emergency Worker Registration form. This form must be submitted with your application. If you have electronically submitted your application, please bring your DEM application to the first training session.

Official Use Only

Date Submitted: _____ Received By: _____ Packet Complete?: Yes ☐ No ☐

Physical Agility Test Date: _____ Passed?: Yes ☐ No ☐ Scored By: _____

Distance: _____ Pack Weight: _____ Completion Time: _____

Oral Board Interview Date: _____ By: _____ Score _____

D.E.M. Card: Yes ☐ No ☐ DEM #: _____ Unit Assignment: _____ Fingerprint Date: _____

Printed By: _____ O Background Check: ☐ Approved By _____ No ☐

Application Disposition: **ACCEPTED** ☐ **REJECTED** ☐ By: _____

Notation: _____

Application Information

Position Applied for:

Operations Division ☐ SGSAR Recruit Candidate) ☐ EMT ☐ K-9 Support

Logistics Division ☐ Food Services ☐ Transportation Specialist ☐ Communications Specialist

☐ Field Support ☐ Incident Management Team

Admin. Division ☐ Multimedia Specialist ☐ Web Design ☐ Administrative Assistant ☐ P. R.

Training Division ☐ Subject Matter Expert ☐ Classroom Instructor ☐ Field Instructor ☐ Training Support

Maintenance Division ☐ Facilities Maintenance ☐ Vehicle Maintenance ☐ Equipment Readiness

Personal Information

Full Name: _____
Last First M.I.

Address: _____
Street City St Zip

E-Mail Address: _____
E-Mail #1 E-Mail #2

Home Phone: _____ Pager #: _____ Alt. Phone: _____

Cell Phone: _____ Cell Service Provider: _____ Text Capable?: Yes ☐ No ☐

Work Phone: _____ Employer: _____ Title: _____

Work Schedule: _____

Date of Birth: _____ Place of Birth: _____ SSN: _____

Hair Color: _____ Height: _____ Weight: _____ Gender: Male ☐ Female ☐

Eye Color: _____

List any Scars or Tattoos: _____

Spouse's Name: _____ Spouse's Work Phone: _____

Do you have reliable transportation: Yes ☐ No ☐ Drivers Lic #: _____ State _____

Education / Extracurricular

High School: _____
Name City / St Last Grade Completed

College: _____
Name City / St Last Grade Completed

Specialized: _____
List any Specialized training or education applicable to SGSAR

Hobbies: _____
List any hobbies or extracurricular activities

Emergency Contact Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment #

City State ZIP Code

Primary Phone: () Alternate Phone: ()

Relationship: _____

Emergency Medical Information

The following information is provided solely for the purpose of medical screening and for use in the event of a medical emergency. All of the following information is Protected Health Information under United States HIPPA Laws and will remain confidential.

History: _____
List any previous significant surgeries, severe injuries, sports injuries etc

Medications:	Medication	Dose	Taken For	Medication	Dose	Taken For

List all medications including allergy and birth control medications

Allergies: _____
List any allergies to medications, foods, plants, latex, etc. and type/severity of reaction

Conditions: ☐ Previous Seizure ☐ Heart Attack ☐ Stroke ☐ Bone/Joint Disorder ☐ Heart Condition ☐ Diabetes
☐ Asthma ☐ COPD, ☐ Lung Condition ☐ Current/Recent Pregnancy ☐ Serious Trauma
☐ Other Medical conditions: _____

Other Info: _____

Background Information

Criminal Conviction/Traffic Violations: Have you ever been convicted of:

- (a) A misdemeanor, gross misdemeanor or felony (excluding juvenile adjudication)? ☐ Yes ☐ No
(b) A moving traffic violation within the last five years? ☐ Yes ☐ No

If yes, indicate such below giving date(s), time(s), locations(s) and circumstance(s). Include any conditions of your parole and/or probation, if applicable. Moving traffic violations will only be considered if driving a vehicle is a job requirement. A criminal conviction is not an automatic bar to employment. Each case is considered on its individual merits. LACK OF REQUESTED INFORMATION IS BASIS FOR REJECTING A VOLUNTEER APPLICATION.

Signature

Volunteer Applicant Certification:

IMPORTANT. PLEASE READ BEFORE SIGNING.

1. I declare that any statements made by me in this volunteer application or information provided are true and complete. I understand that statements made and information provided by me are subject to verification and that any misrepresentation, fraud, or omission of material facts are grounds to deny membership or for disciplinary action, including dismissal, after membership is granted
2. I attest that I have the legal right to live and work in the United States (proof required on acceptance of membership).
3. In connection with this Volunteer application, I authorize Skagit County and any agent acting on its behalf to conduct an inquiry into any information related to my potential or continued employment with the County and authorize the release of any such information, including, but not limited to, any criminal conviction on my record. (Check box below if you do not want your present employer contacted.) Moreover, I hereby release Skagit County and any agent acting on its behalf from any and all liability of whatsoever nature by reason of requesting such information from any person
☐ I request that you do not contact my present employer unless necessary to determine my qualifications for the position.
4. I affirm that I have read the minimum requirements for the Skagit County Ground Search & Rescue Unit and I meet the minimum standards to perform the requested duties.
5. I fully understand that there are inherent risks involved with Search and Rescue work throughout the training process, active duty, response, transport, etc. I knowingly accept these risks and understand that Skagit County Ground Search and Rescue and the Skagit County Sheriff's Office take appropriate measures to ensure safety during all operations. I further agree to maintain a safe working and training atmosphere for myself, my team, my patients and the public by always acting and operating all equipment and vehicles in a safe manner. I understand that failure to do so, willfully, unknowingly, by my actions or lack of actions, I can be terminated and /or removed from active

X

Applicant
SCSAR Recruit

status.

X

Parent Signature

If applicant is under 18 years of age

Prior Certifications

Certification	Level / Grade	Issued by	Issued	Expires
BLS Provider CPR				
BLS Provider First Aid				
Airborne/Blood borne Pathogens				
BLS CPR Instructor				
BLS First Aid Instructor				
Tech. Rescue Awareness				
ICS IS-100				
ICS IS-200				
ICS IS-300				
ICS IS-700				
ICS IS-800				
Haz-Mat Awareness				
Emergency Medical Technician				
Wilderness First Responder				
Wilderness EMT Upgrade				
Skagit County Food Handlers				
Washington State Flagger				

SAR Training

SAR Course / Class	Level / Grade	Instructor	Date	Score

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EMERGENCY WORKER REGISTRATION CARD						
Jurisdiction:				Issue Date:		Registration Number:
Name (Last):		(First):	(Middle):	PHOTOGRAPH		
Address 1:						
Address 2:						
City:		State:	Zip Code:			
Driver's License No.:	Date of Birth:	Blood Type:	Sex (M-F):			
Height:	Weight:	Color Eyes:	Color Hair:			
Physical Disabilities (if any):				- In Case of Emergency - Please Notify:		
Home Telephone:		Work Telephone:				
I certify that the information on this card is true and correct to my best knowledge and belief.						
Emergency Worker Signature:			Date of Signature:		Name:	
Emergency Worker Assignment (WAC-118-04):				Telephone Number with Area Code:		
Authorizing Signature:		Local Jurisdiction:		Date of Signature:		Relation to Emergency Worker:

EMD-024 (7/05) (FRONT)

[illegible]

EMD-004 (7/05) (BACK)