

10 MEMBERSHIP & PERSONNEL

10.1 MEMBERSHIP

10.1.1 MEMBERSHIP COMMITTEE

10.1.1.1 Mandate

The mandate of the membership committee of Kent Harrison Search and Rescue Team Society shall be:

- A. Determine admissions, probation and retirement protocols for the group.
- B. Promote, seek out and attract desirable new members for KHSAR.
- C. Screen new applicants.
- D. Evaluate new members during and at the end of the probationary period.
- E. Review membership attendance records and adjust membership status.
- F. Liaison with reserve status members.
- G. Process departing members
- H. Report to the KHSAR membership at all business meetings.

10.1.1.2 Protocols

Admissions

- A. All inquires shall be forwarded to the membership committee
- B. Applicants shall be given an info pack containing a description of the team and an application form.
- C. Admissions shall be twice yearly. Aug. and Jan. if warranted and if a second GSAR instructor is available.
- D. Maximum of 12 new members shall be enrolled at one time.
- E. Team maximum number shall be 40
- F. Minimum age shall be 19 years.
- G. Retired members that wish to rejoin the group, and SAR members from other groups wishing to join shall fill in a formal application and go through the same selection procedure as other new members. The membership committee shall determine what current level of certification will be recognized and which basic courses will need to be repeated.
- H. New applicants (including past members wishing to rejoin) shall fill out an application form detailing previous experience, certifications and other background information. The forms shall be screened by the committee to determine which applicants will be invited to an interview.
- I. Applicants shall not be invited to attend a training session prior to the formal application process.
- J. All applicants shall provide information to the RCMP for security screening prior to interviews.

- K. From the interviewed applicants some or all will be accepted into the group as trainees.

Probation

- A. Applicants accepted into trainee status shall be on probation for the duration of the GSAR course (four months).
- B. Trainees shall not be issued plates, keys or T-shirts. Pagers will generally not be issued to trainees, and task attendance will be by invitation from the SAR Manager only.
- C. Trainees must present a Drivers Abstract.
- D. A representative of the Membership committee shall act as an assistant instructor for GSAR to aid in evaluation.
- E. Mid term performance evaluation shall be performed approximately half way through the GSAR course. Any trainees not performing satisfactorily will be given a clear verbal warning and constructive criticisms at an evaluation interview, with the goal of improving performance to satisfactory levels before the end of the GSAR course.
- F. Trainees shall be invited to join KHSAR as regular active members after all of the following have been met
- G. The trainee shall:
 - i. pass the GSAR exam
 - ii. posses an adequate SAR kit, presented for inspection as part of the GSAR exam. This includes adequate personal clothing. (some exceptions considered)
 - iii. demonstrate acceptable levels of performance and commitment during the probationary period.
 - iv. have attended at least 75% of GSAR training sessions. (Including weekend classes)
 - v. be ratified as a regular member by the current SAR members at a business meeting.

Any trainees not accepted will no longer be officially associated with KHSAR. They may re-apply for the next GSAR course offered and go through the same screening process over again.

Retirement and departure from group

- A. Members failing to attend 60% of regular training sessions during the previous 3 months shall be placed onto reserve status.
- B. They shall be asked to turn in their pager, keys, plates, manuals, PEP cards, practice ropes and all other KHSAR equipment.
- C. The membership committee shall be responsible to ensure that all equipment is returned in a reasonable time frame.
- D. Members going to reserve status shall be asked to participate in an exit interview.
- E. Reserve status members that have not attended any training sessions or tasks over a six month period shall be retired from the group.

10.1.2 MEMBERSHIP LISTS

- 10.1.2.1 A membership list shall be published at appropriate intervals to reflect the current membership status of the team.
- 10.1.2.2 Copies of the membership list shall be distributed to all members, the Agassiz detachment RCMP and the PEP area office.

10.2 PERSONNEL

- 10.2.1 Any issues regarding personal disagreements and/or conflict shall be resolved with the assistance of the executive.
- 10.2.2 If issues of personal conflict can not be resolved, the executive shall apply the appropriate clauses of the constitution.
- 10.2.3 Any application of extreme measures (cancellation of membership etc.) shall be actioned with the ultimate well-being of the team in mind.