



NORFOLK LOWLAND SEARCH AND RESCUE

PROCEDURES FOR NEW MEMBERS

1. PURPOSE

To provide an efficient, consistent procedure for the recruitment, induction and training of new members.

2. NEW MEMBERS

Potential members are welcome to talk to the management committee and attend a training evening.

New members who wish to apply to join NORLSAR must meet the following conditions:-

- Completed application and medical forms are received by NORLSAR
- Two referees are given and two references received.
- A satisfactory Criminal Record Bureau report is received

Note: In addition new members must attend 5 Training Sessions and satisfactorily complete the Search Technicians Course before attending any callout

3. THE PROCEDURE

3.1 PRE-APPLICATION

- Any potential recruit is encouraged to approach NORLSAR and will be given every assistance and opportunity to learn more about NORLSAR.
- At occasional, irregular dates NORLSAR will arrange 'open evenings' at which potential recruits and others will be able to obtain information and, if appropriate, participate in pre-application discussions in an informal informative atmosphere

3.2 APPLICATION FORMS

Potential members should complete an application form and medical form and return them to NORLSAR at PO Box 3138, Norwich, NR7 0ZE with copies of any certificates which support their application.

- Character references given by applicants on their application forms will be pursued by NORLSAR.
- All applicants considered suitable will be subject to a check via the Criminal Records Bureau and no applicant will become a Search Technician until a satisfactory report has been received by NORLSAR.

3.3 TRAINING

- Suitable applicants who have submitted a completed Criminal Records Bureau Form and have positive character references will be invited to attend 5 training sessions as publicised on the NorLSaR website www.norlsar.org.uk
- Following the completion of at least 5 training sessions' new members will be invited to attend the next available Search Technician training course.
- If this is completed successfully the member will become a Search Technician, but will not be put on the callout list until a satisfactory report is received from CRB
- Search Technicians will be issued with ID Cards and will be expected to meet the standards laid down by NorLSaR in terms of individual equipment, 'general' training, maintenance of current contact details with the Operational Committee, etc.
- Search Technicians must complete a minimum of 14 formal training sessions each year to remain on the callout list.

3.4 FURTHER DEVELOPEMENT

- Once members have reached Search Technician status they may be interviewed to assess their potential for future roles within NorLSaR and to discuss potential further specialist training, e.g. as First Aiders, Radio Operators, Team Leaders.
- Those members who can prove current accredited prior knowledge/learning of such specialist training and roles which clearly satisfy the requirements of the appropriate standards in ALSAR's Approved Code of Practice will be deemed as having satisfied the requirements of such training.
- Although such members may have accredited prior knowledge/learning they will not be appointed such specialist roles without meeting the other selection requirements as specified by the NorLSaR Operational Committee.