



## Alpine Search and Rescue Victoria Inc. Membership Policy & Process

### 1. Introduction

This document prescribes the membership and qualification policies and processes of Alpine Search and Rescue Victoria Inc. (alpineSAR).

### 2. References

Rule 4 of the Association.

Position Description: Membership Officer; alpineSAR Strategic Plan 2009-2011.

### 3. Policy

#### 3.1. Membership Application

##### (a) Entry Criteria

Applicants must:

- be over 18 years of age;
- be an experienced overnight bushwalker or ski tourer;
- have successfully completed an extended walk of at least four days;
- have had snow camping experience;
- be a competent off-track navigator;
- be fully equipped for overnight walking;
- be sufficiently fit for prolonged heavy scrub bashing in difficult terrain; and
- hold a current first aid certificate.

##### (b) Application

Application for membership must be made on the form in Appendix 1 addressing **all** entry criteria.

##### (c) Selection

Applications for membership will be assessed in accordance with the process described below (4.1).

#### 3.2. Member Status

Members will have the following status, which will be recorded in the Membership Register:

##### (a) Trainee

All new members are initially Trainees.

To progress to Active status, Trainees must successfully complete Core alpineSAR competencies, and successfully participate in an alpineSAR or BSAR overnight training practice. It is expected that a Trainee member will progress to Active status within 2 years of joining. A member who does not achieve Active status within 2 years will be contacted by a member of the Committee to review what assistance can be offered to assist the member achieve Active status.

Where an applicant does not clearly meet required skills or abilities, additional conditions may be specified, which must be met before progression to Active status.

##### (b) Active

Active members are available for searches and will be added to the Callout List.

The minimum training attendance for a member to maintain Active status is 4 days of alpineSAR or BSAR training over a rolling 2-year period; at least 2 days of which must be alpineSAR training.

In addition, Active members must maintain currency in the Core alpineSAR competencies. Core competencies are valid for 3 years, but the theory component only needs to be completed every 6 years.

Active members have a 1-year grace period from the expiration date of their Core competencies in which to recertify.



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### (c) Non-Active

Non-Active members are not available for searches and will be removed from the Callout List.

A Non-Active member may be restored to Active status on completion of the minimum training requirement and Core alpineSAR competencies.

A member may request to be Non-Active.

### (d) Associate

Rule 14 provides for a category of "Associate" member:

#### 14. Associate members

(1) *An associate member of the Association includes—*

(a) *members under the age of 15 years; and*

(b) *any other category of member as determined by resolution at a general meeting.*

(2) *An associate member must not vote but may have other rights as determined by the Committee or by resolution at a general meeting.*

In accordance with Rule 14(1)(b), an Active member may, upon request and advice that he or she no longer wishes to maintain Active status, become an Associate member. An Associate member shall not be obliged to pay any annual subscription. (AGM, 24/10/2017)

An applicant for Associate membership must:

have held Active status for a minimum of 5 years, i.e. met and maintained minimum training requirement and currency in Core competencies, available for searches and on BSAR Callout List; and

have a desire to permanently retire from Active status. (Committee, 14.11.2017)

### 3.3. Membership Type

Members will have the following status, which will be recorded in the Membership Register:

#### (a) Skier

Members who have demonstrable Advanced or Intermediate backcountry skiing skills.

#### (b) Walker

Members who do not qualify as Skier members.

Walker members are expected to have or attain competency in travelling on snowshoes over steep terrain.

### 3.4. Steep Snow & Ice Qualification

Additionally, members may be Steep Snow & Ice (SSI) qualified as follows:

#### (a) T

Formal alpine training, such as New Zealand Technical Mountaineering Course or equivalent, or verifiable alpine experience as deemed appropriate by the Committee.

Successful participation in alpineSAR designated SSI training and successful completion of alpineSAR SSI competencies.

#### (b) C

Demonstrable ability to travel over steep terrain with ice axe and crampons.



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### 3.5. Competencies

The Committee will define competencies as required.

#### (a) Core competencies are:

- Fitness
- Knots and Lashings
- Radio Communications
- GPSr
- Map and Compass
- First Aid
- Basic Search Techniques

Details of all competencies are available on the alpineSAR website.

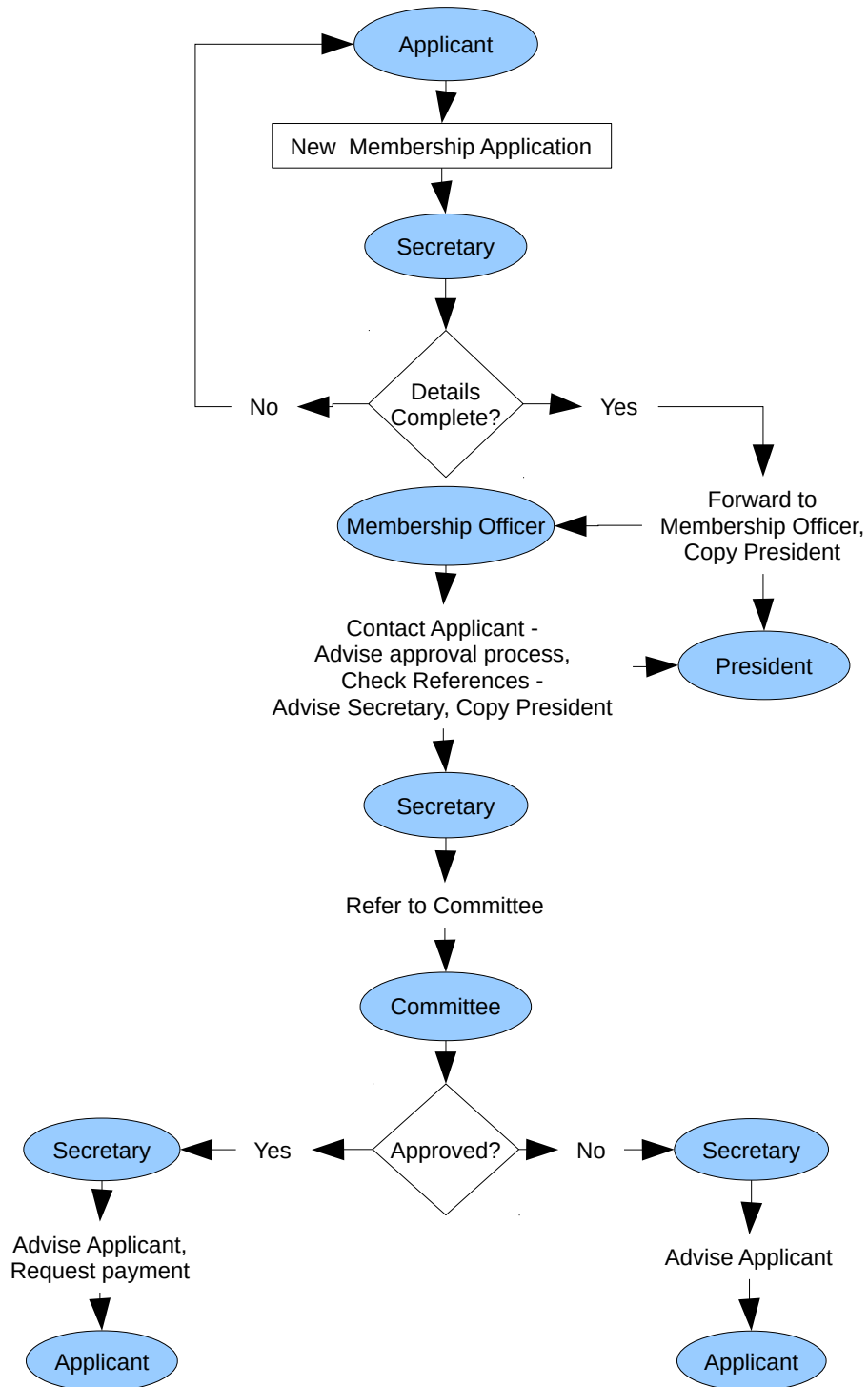
### 4. Process

#### 4.1. Membership Application & Approval

An application for membership will be evaluated and considered for approval in accordance with the following process:



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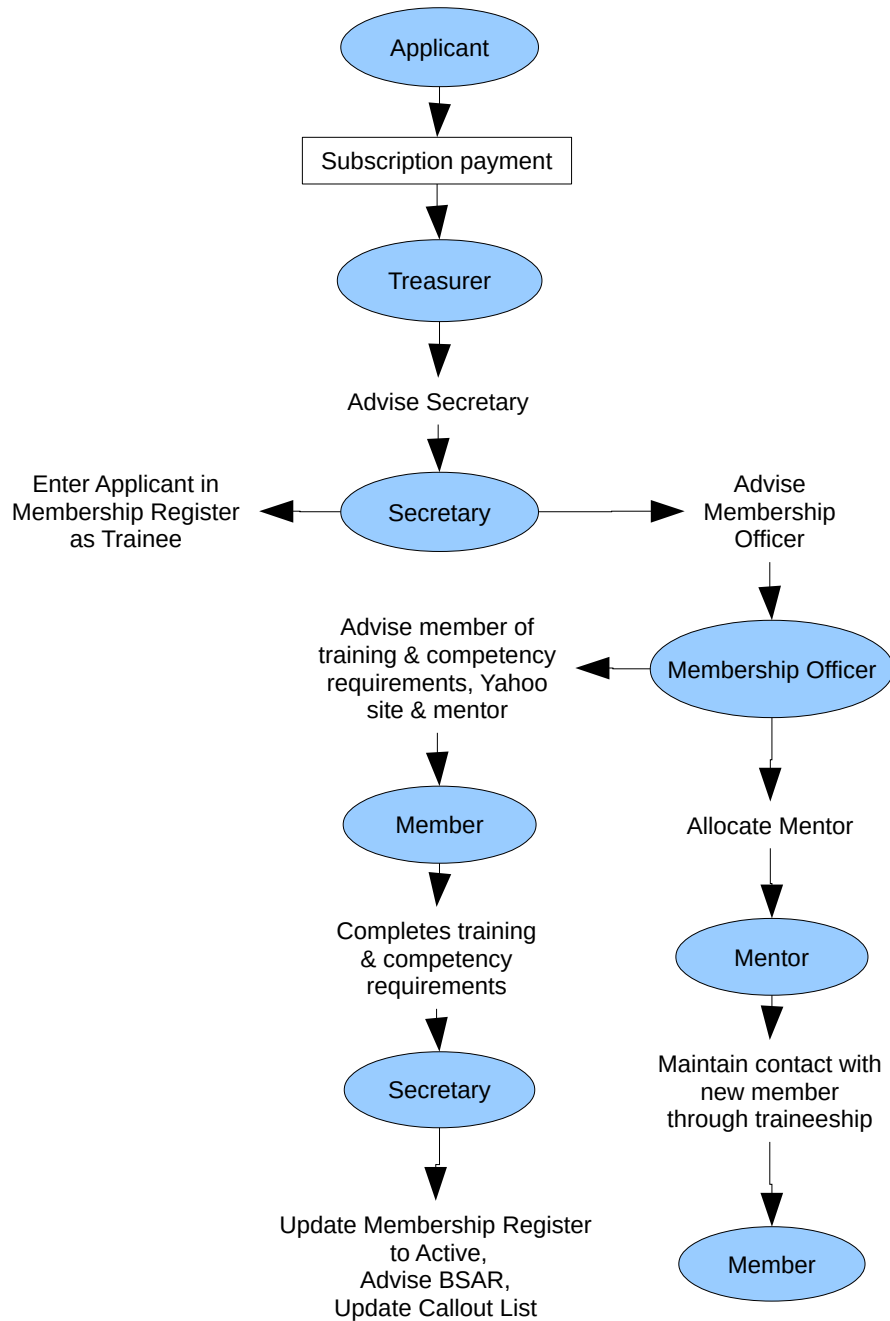
Membership Application & Approval	Who	When
Applications on the pro forma application form addressing <b>all</b> selection criteria sent to Secretary	Applicant	
Check all details on application form complete; refer back to applicant if not	Secretary	Within 2 weeks of receipt
Forward to Membership Officer, copy to President	Secretary	Within 2 weeks of receipt
Advise applicant of approval process and intention to contact referees	Membership Officer	Within 2 weeks of receipt
Check references, advise Secretary; copy President	Membership Officer	Within 2 weeks of receipt
Refer to Committee	Secretary	Next meeting
Consider approval of application	Committee	Next meeting
Advise applicant	Secretary	Within 1 week of meeting



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### 4.2 Pathway to Active Status

Following approval of membership application, the members will progress to Active status in accordance with the following process:





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Pathway to Active Status	Who	When
Pay subscription	Applicant	Within 30 days
Advise Secretary	Treasurer	Within 2 weeks of receipt
Enter applicant in Membership Register, advise Membership Officer	Secretary	Within 2 weeks of advice
Allocate & advise mentor	Membership Officer	Within 2 weeks of advice
Advise applicant of training & competency requirements, web site and mentor	Membership Officer	Within 2 weeks of advice
Maintain contact with new member through traineeship, offer advice & guidance as required	Mentor	Initial contact within 2 weeks, then as required at least 3-monthly
Complete training & competency requirements	Member	Within 12 months
Update Membership register to Active, advise BSAR, update Callout List	Secretary	Within 2 weeks of completion by member



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### 5. Appendices

- 1 Membership Application Form
- 2 Applicant Referee Check Form

### 6. Document Control

Version	Changes	Author	Date	Approval
0.1	First draft	David Mitchell	06/01/10	
1.0	First release	David Mitchell	16/02/10	16/02/10
2.0	Updated competencies	David Mitchell	31/08/2011	
2.1	New logo	David Mitchell	09/08/2013	
3.0	Associate membership		30/11/2017	24/10/2017; 14/11/2017
3.1	Update for rewritten Core competencies		05/06/2019	04/06/2019





## Application for Membership Alpine Search and Rescue Victoria Inc.

Reg. No. A0013705J

PO Box 185 ASHBURTON 3147

Alpine Search & Rescue Victoria (alpineSAR) takes your privacy seriously. Details provided on this form are treated confidentially and will only be provided to alpineSAR members and Convener, Police Liaison Officers and Field Organisers of Bush Search and Rescue Victoria as necessary, unless with your consent.

PLEASE COMPLETE ALL DETAILS BELOW – PLEASE PRINT CLEARLY

### Personal Details

Family Name: \_\_\_\_\_

Given Names: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Occupation: \_\_\_\_\_

### Contact Details

Postal Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Residential Address: \_\_\_\_\_  
(if different to Postal Address)

Postcode: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_ Partner Name: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_

Nominated Membership Type: ☐ Skier ☐ Walker

### Experience

Please indicate your highest level of expertise/competence by placing a tick in the appropriate box for each category.

#### SKIING EXPERIENCE

☐ A Advanced ☐ I Intermediate

Years of experience: \_\_\_\_\_

A Advanced skier

In addition to all skills for Intermediate skier:

- can ski steep tree-covered snow terrain.
- can perform linked turns on slope angles up to 35 degrees, e.g. resort "Black" run.

I Intermediate skier

- overnight snow camping experience.
- ski touring with overnight pack.
- can perform linked turns on "Intermediate" gradient up to 15 degrees, e.g. resort "Blue" run.
- can ski tree-covered snow terrain.
- has cross country downhill (XCD) ski equipment (skis, bindings & boots).

#### SNOWSHOE EXPERIENCE

☐ SE Can use snow shoes and has overnight snow camping experience. Equipped with snow shoes and ski poles.

☐ S Can use snow shoes and has overnight snow camping experience.

#### SNOW & ICE CLIMBING EXPERIENCE

☐ T New Zealand Technical mountaineering Course or equivalent.

☐ C Competent with ice axe & crampons.

☐ N None.

#### LEADERSHIP EXPERIENCE

☐ L Outdoor leadership training qualification.

☐ C Club leader.

☐ N None.

#### FIRST AID EXPERIENCE

☐ D Medical practitioner.

☐ P Paramedic.

☐ W Current Wilderness First Aid or ASPA Advanced Emergency Care qualification.

☐ F Current Level 1 or 2 First Aid Certificate.

☐ E No or expired qualification.

First aid qualification expires: \_\_\_\_/\_\_\_\_/\_\_\_\_

No.	Location	Date	Days	Ski/Walk/Climb	Details
1					
2					
3					
4					
5					
6					

Name	Credentials	Phone

<p><b>AGE:</b> Applicants must be over 18 years of age.</p> <p><b>EXPERIENCE:</b> A minimum of 16 full days of bushwalking, including one or more continuous periods of at least 4 days, plus 4 weekends.  One of the overnight walks must have been in adverse conditions, and another in snow.</p> <p><b>NAVIGATION:</b> Applicants must be competent in off-track navigation, be able to give and interpret grid references, be conversant with orienting a map / oneself using a compass and relate map to terrain.  <b>Applicants must be capable of being independent in the bush.</b></p> <p><b>FITNESS:</b> Applicants must be capable of prolonged heavy scrub-bashing on steep slopes.</p>	<p><b>EQUIPMENT:</b> Applicants must have a complete range of equipment in good condition, this includes skiers having suitable skis and ice climbers having a full alpine kit. Refer to the Search and Rescue Manual for more detail.</p> <p><b>FOOD:</b> Members are expected to cook and provide their own nutritional meals using dehydrated rations. Refer to the Search and Rescue Manual for more detail.</p> <p><b>LEAVE:</b> It is necessary that applicants have suitable arrangements with their employers for 3 days leave during searches.</p> <p><b>FIRST AID:</b> AlpineSAR members are expected to maintain a current appropriate first aid qualification.</p>
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Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Secretary

***Don't include payment at this stage – your subscription is payable when your application is approved.***

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## MEMBERSHIP APPLICANT REFEREE CHECK

Alpine Search and Rescue Victoria Inc.



On a scale of 1 to 10 with 10 being the highest, please rate the applicant in the following skill areas.

SKILL AREA	SCORE 1 TO 10	COMMENTS <i>(if necessary)</i>
Bushwalking skills		
Off-track navigation		
General bushcraft		
Back-country skiing skills		
Snow camping		
Steep snow/ice/mountaineering		
First aid		
Fitness for prolonged scrub bashing in difficult terrain		
Leadership in outdoor activity		
Effective member of group in outdoor activity setting		
Capability in adverse weather		

What was the most demanding or longest experience you shared with the applicant in an outdoor activity? When was it?

What were your respective roles?

What particular attributes did the applicant exhibit?

What aspects did you feel required some further development at that time?

**In summary then:**

**Is the applicant ready for membership of alpineSAR?** (Remind if necessary of the demands of a search in remote area, difficult terrain, bad weather.)

**MEMBERSHIP APPLICANT REFEREE CHECK**  
Alpine Search and Rescue Victoria Inc.



**What strengths would the applicant bring to alpineSAR?**

**Are there any skill or experience areas that the applicant might further develop?**

**Thank you for your time.**