



Park County Search and Rescue

**1402 River View Drive
Cody, Wyoming 82414
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Dear prospective applicant:

We appreciate your interest in joining Park County Search and Rescue (PCSAR) and feel obligated to provide you with some basic information concerning our organization, its structure and authority, our expectations from you and what you can expect from us. Park County Search and Rescue is a civilian, all volunteer extension of the Park County Sheriff's Office. PCSAR operates under the authority of the sheriff's office and the sheriff has the ultimate authority over all PCSAR operations. The sheriff also has the responsibility and liability for the actions of the PCSAR and its individual members. He/she has the final say in all PCSAR matters.

You are not required to have any special skills or knowledge to become a member of PCSAR however, experience in any of the following would be beneficial:

- First Aid, CPR, or other Emergency Medicine;
- Hiking, Backpacking and Camping;
- Mountaineering or Rock Climbing;
- Outdoor Survival;
- Scouting;
- Wilderness Travel/Skiing/Snowshoeing;
- Map and Compass Skills;
- Flying; or
- Water Safety.

You are required to have been a resident of Park County for the past six months and currently live within its boundaries prior to making application. This requirement may be waived upon your request under certain circumstances at the discretion of the sheriff. The sheriff must approve all applications upon completion of a criminal history check. Your application may be rejected if the sheriff has just cause or believes your criminal history to be unacceptable.

You must be at least 18 years of age. If you are very young, we will evaluate your maturity level and your ability to cope with the various conditions under which we operate. We also diligently attempt to prevent stress exposure to all members, especially younger persons who are often more adversely affected.

You must be in reasonably good health and physical condition, as you will be expected to participate in some rather strenuous activities such as: carrying heavy objects, basic mountaineering, hiking, swimming, etc. Aerobic and strength conditioning would be very beneficial to you in PCSAR activities.

You must be able to read and write the English language. You must be able to provide your own transportation to the PCSAR facilities for meetings, training and callouts. It is desirable (though not mandatory) that you are able to drive common motor vehicles and have a current, valid driver's license.

You will be expected to act in a professional, honorable and courteous manner and be willing to obey regulations, follow orders of superiors and work as a team member. The use of alcohol and controlled substances, including prescription drugs that affect a person's ability to perform safely, are strictly prohibited within eight (8) hours prior to and during participation in all PCSAR activities.

Below is the progression for a prospective member as of January 1, 2025.

Park County Search and Rescue
PROSPECTIVE MEMBER PROGRESSION

1. OBSERVATION:

Prospective member attends a minimum of 8 trainings by the end of the first quarter, or the end of the third quarter of the calendar year. The Park County Search and Rescue (PCSAR) Coordinator and the Membership Advisory Committee (MAC) members will evaluate attendance, participation in training, engagement with other members and anything else pertinent to being a member of PCSAR.

2. Application:

The PCSAR Coordinator will furnish an application to the prospective member after the minimum number of trainings are met. The application is to be filled out and returned to the Sheriff for approval. Applications denied by the Sheriff will be given no further consideration. These applications will be collected at the end of the first quarter and the end of the third quarter of the calendar year.

3. Interview:

Upon approval by the Sheriff, the application will be returned to the MAC and placed into the pool of applications if such exists at the time. Applicant(s) selected for continuance will be notified by the Coordinator that they will be individually interviewed by the MAC at the SAR Hall at a predetermined time. The MAC shall have a minimum of three members present to perform the interview. The Coordinator may sit in to meet the minimum number if the need arises. The applicant(s) will all be read the identical questions and their answers recorded. Upon completion of the interview(s), the MAC will make recommendations to the full members of the team from the pool of applicants. The team will select the applicant(s) based on a show of hands indicating a "yes" for a raised hand. A majority vote by full members is required to fill a vacancy on the team roster.

4. Notification:

The Coordinator will notify the applicant(s) by phone whether or not they were accepted by the team for membership. At the next weekly training, the new member(s) will be issued equipment and provided with a mentor during their probationary period.

Applicants not successful in gaining membership shall remain in the pool of applicants for one year from the date of application and notified by the coordinator should a vacancy exist. From there, the applicant(s) will begin at step 3 unless a duration of one calendar year has been reached.

During your one-year probationary period, you will have the opportunity and obligation to learn more about the organization, equipment, procedures and training requirements for PCSAR. You will also be asked to participate in group activities including mission responses within your capabilities and scope of training. Driving the vehicles or operation of specialized equipment will be restricted until it is proven that you are properly trained in such operations. All members may be asked to complete an Incident Check-In/Time Sheet, Task Assignment Form and/or Unit Log, which are documentation of your actions during a mission. During that probationary year, you will also be evaluated by each individual member on your participation, willingness to work, ability to work as a team member, and your learning progress. This evaluation is very subjective and is informal.

There will be another vote by the membership at the end of your probationary period to determine if you will be retained as a regular member. Search and rescue activities are very complex and demanding and on rare occasions, individuals may be rejected for a wide variety of reasons. Not all people are suitable for participation in emergency response and your welfare will be considered along with the organizations.

If accepted as a regular member, other situations will occur at some point:

- You may be assigned to a special duty or position, of which most are voluntary.
- You will be required to continue your training in the Basic Search and Rescue Skills and advanced knowledge areas that have been identified by the Group.
- You will attend a minimum of 50% of the regular Search and Rescue training annually. There are normally at least four official training meeting each month. You need only attend two of these four for adequate monthly attendance credit. You are welcome and encouraged to attend all. Typically, all trainings begin at 721 15th St. in Cody every Thursday evening from 7:00pm to 9:00 pm.
- You will be expected to participate at a reasonable level in all PCSAR callouts. This, again, is very subjective, but the purpose is to discourage members who do not have the ability, time, or interest to be of real benefit to the organization. A minimum of 10% of callouts must be attended to remain a member in good standing.
- You will have many opportunities to participate in special training on a volunteer basis. A list or schedule of available training will be maintained by the Training Coordinator or PCSAR Coordinator. You may request the topic of training by emailing the PCSAR Coordinator.
- You will be expected to provide your own personal outdoor equipment including a backpack suitable for carrying the following equipment:
 - Clothing appropriate for the seasonal and geographic conditions;
 - Survival, navigation, signaling and camping equipment;

- A headlamp style flashlight and hand backup with spare batteries and bulbs;
 - Necessary food and hygiene items for self-support for a minimum of 48 hours;
 - PCSAR provides some supplies such as flashlight batteries.
- You will be restricted in your contact with Bio-Hazard substances until formal protection training has been completed and you will be given the opportunity to receive Hepatitis B immunization vaccine. A TB test may be required as well.

Finally, during the course of your duties you may be exposed to some stressful situations including dead, dismembered, or seriously injured persons, catastrophic disasters that may include multiple victims, dead or seriously injured children or children having parents killed, having friends or loved ones involved in missions you respond to, involvement in long, tiring and often stressful operations. You should think seriously about these possibilities as well as discussing them with persons who have been involved in these types of situations prior to accepting membership.

If you have any questions, please feel free to contact an experienced PCSAR member, the PCSAR Coordinator, or someone you know who has experienced similar situations. Please feel free to contact me with any questions or concerns.

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