Travis County Search & Rescue (TCSAR)

8760A Research Blvd. #277
Austin, TX 78758

September, 2011

APPLICATION INSTRUCTIONS

No alterations to the forms are permitted. Applications are accepted two times per year. The Q1 application period will run from January 15 – March 1. The Q3 application period will run from July 15 – September 1.

All applications must be mailed to TCSAR at 8760A Research Blvd. #277 - Austin, TX 78758. All other applications are inevitably delayed or lost.

APPLICATION PROCESS

Attend an open Canine training (*see web site for open training dates*).

Review 'Policy Statement for Disqualifying Offenses'

Submit the following items as the initial part of your application packet by the deadline (January 15th or July 15th):

- Application for Membership – *Please indicate interest as a Ground or Auxillary team member*
  - *Ground team applicants are interested in developing the skills necessary to become a field-deployable asset, to be able to respond to a search. Auxillary team applicants are interested in only helping with the business aspects of the team, including, but not limited to, marketing, fundraising, event coordination, etc. Auxillary members do not respond to a search. All team members are expected to assist with some of the business aspects like public/community outreach, some fundraising, etc.*
- Authorization to conduct Background Check forms
  - Volunteer Criminal History Records Check Statement
  - Consent for Criminal Background History Check – Authorization/Waiver/Indemnity
- Application fee of $15, which is non-refundable. Please make your check payable to TCSAR.
- Certifications:
  - ICS 100 & 200 (http://training.fema.gov/IS/NIMS.asp)
  - Optional: If you have any other applicable certifications (CPR, EMT-B, Wilderness First Aid, etc), please submit those as well.

Upon receipt of your completed application packet, a TCSAR member will be in touch to confirm receipt:

- Attend two (2) additional Team trainings
  - Training attendance is by invitation only and you will receive confirmation of your scheduled dates.
  - All candidates should attend at least two different types of training *(Ground, Canine or Special Operations)*.
  - If you are interested in training a K9, you are to attend training sessions WITHOUT your dog.
  - If you are unable to make your confirmed training date, a reschedule can be requested, but is subject to availability. All training attendance must be completed during the application period.
- Submit the second part of the application packet by the last date of the application period (March 1st or Sept 1st):
  - ICS 700 (http://training.fema.gov/IS/NIMS.asp)
  - Emergency Response Letter of Understanding
  - Application Essay Questions
  - Code of Conduct
- Interview with the Board of Directors
- Board of Directors Vote and Final Decision
  - *The Board will only vote on completed applications for new members.*

TCSAR only accepts applications during the application periods, as listed on the web site. There are a limited number of new member accepted during each application period.

If you have questions, please feel free to contact us at any time via email (info@tcsar.org).

Travis County Search & Rescue (TCSAR)
POLICY STATEMENT FOR DISQUALIFYING OFFENSES

No person may serve as a volunteer with Travis County Search and Rescue (TCSAR) who has ever been convicted of any disqualifying offense, been on probation or received deferred adjudication for any disqualifying offense, or has presently pending any criminal charges of any disqualifying offense before a determination of guilt is made.

DISQUALIFYING OFFENSES (according to the Texas Penal Code Criminal Offenses):

- Offenses Against the Family: Bigamy; Incest; Interference with child custody; Enticing a child; Criminal non support; Sale or purchase of a child; Solicitation of a child; Harboring a runaway child; Violation of a court order. During any period of time in his/her life.

- Offenses Against the Person: Murder; Capital murder; Voluntary manslaughter; Involuntary manslaughter; Criminally negligent homicide; False imprisonment; Kidnapping; Aggravated kidnapping; Rape; Aggravated rape; Sexual abuse; Aggravated sexual abuse; Public lewdness; Indecent exposure; Rape of a child; Indecency with a child; Assault; Sexual assault; Aggravated sexual assault; Deadly assault on a peace officer; Injury to a child or an elderly individual; Reckless conduct; Terroristic threat; Aiding suicide; Tampering with consumer products. During any period of time in his/her life.

- Public Indecency Prostitution: Promotion of prostitution; Aggravated promotion of prostitution; Compelling prostitution; Obscene display or distribution; Obscenity; Sale, distribution, or display of harmful material to a minor; Sexual performance by a child. During any period of time in his/her life.

- Property Crimes: This includes, but is not limited to: robbery, forgery, fraud, or embezzlement. Within the last 10 years.

- Crimes related to Drugs and Alcohol: anything beyond minor possession of any drug; selling alcohol to a minor; distribution or manufacturing of any illegal substance; illegal use of prescription medications.

- Traffic Violations/Offenses: (Will be based on offenses/violations within the past three years, using a 12 point system – anyone who reaches 12 points will face removal from the team.) Tickets – 3 points each; Accidents including vehicle to vehicle, vehicle to person, vehicle to object (cause of) – 6 points each; and DWI, DUI, negligent homicide, hit and run – 12 points.

Criminal Background Checks must be conducted on all volunteers within 30 days of the beginning of volunteer service and repeated bi-annually thereafter. Each volunteer who is to be screened must complete a *Criminal History Statement* and sign an *Authorization/Waiver/Indemnity Form*, giving approval to TCSAR to perform the Criminal Background Check.

If information from a Criminal Background Check lists one or more of the aforementioned disqualifying offenses, that information will be reviewed by the Executive Board of Travis County Search & Rescue to make a determination of that individual's eligibility to act as a volunteer with TCSAR. If a prospective volunteer is denied a volunteer position based upon information received from DPS (The Department of Public Safety), and if, upon review of that information, the prospective volunteer feels that the information included is wrong or that it is not his or her record, the submission of fingerprints for a fingerprint check will be completed for positive identification unless the prospective volunteer can prove by other means that he or she is not the person indicated on the criminal record.

TRAVIS COUNTY SEARCH & RESCUE

8760A Research Blvd. #277 Austin, TX 78758

Application for Membership

Membership Application Type? ☐ Ground Team ☐ Auxillary

Name _____

Address _____

City, State, Zip _____

Primary Phone ( )_____ Alternate Phone ( )_____

E-Mail _____

Date of Birth_____ Place of Birth_____US Citizen? _____

Employer Name & Address _____

Emergency Contact:_____ Relationship:_____

Phone #'s (include area code)_____

Are you able to respond during the day? _____

Are you interested in a specialty unit? ☐ K9 ☐ Special Operations (Rope Rescue, Swiftwater, Cave)

If you indicated interest in K9, do you currently have a dog you are interested in training? ☐ Yes ☐ No

Please provide the K9's age & breed _____

Are you currently a member of a first responder organization? (EMS, Fire, Law, etc.)? ☐ Yes ☐ No

If so, list organization(s)_____

Are you a current or previous member of a Search & Rescue Team? ☐ Yes ☐ No

If yes, please list the team, location, and provide a team leadership reference contact name & phone.

_____

List any previous training or experience you have in connection with Search & Rescue or emergency medicine.

Please submit copies of all training certificates: _____

_____

Please list any hobbies or talents that may be beneficial to the team: _____

_____

Do you have any medical problems that would affect your participation in required training? If so, please specify: _____

Do you have any prior volunteer experience? _____

_____

How did you find out about our team? _____

Please list your top four (4) training dates by preference (*see web site for available dates*):

1. _____ 2. _____ 3. _____ 4. _____

I, the undersigned, certify that the above information is true and accurate. I understand that falsifying any of this information is grounds for immediate termination of my membership. I further understand that by signing this form, I give Travis County Search & Rescue Team permission to conduct a background and criminal history check, which I must pass before being eligible for membership.

Signature _____ **Date** _____

Travis County Search and Rescue Team is a 501(c)3 organization. Team members pay annual dues to assist with insurance coverage and basic team expenses.

TRAVIS COUNTY SEARCH AND RESCUE
Volunteer Criminal History Records Check Statement

Full Name: _____
Last First Middle

Sex (please check) ☐ Male ☐ Female

Race: (please circle)

W	B	I	A	L	U
White	Black	American Indian	Asian or Pacific Islander	Latino/Latina	Unknown

Date of Birth: __ __ __ __ / __ __ / __ __
Year Month Day

Social Security Number: __ __ __ - __ __ - __ __ __ __

Driver's License _____ State _____

Have you ever been convicted of a crime and are there any legal charges pending against you? (Should any false information be provided, immediate removal from the team may occur.) ☐ Yes ☐ No
If yes, please explain: _____
_____
_____

The signature below represents my current name and any previously used names (including maiden names).

Additional Names:
_____
_____
_____

_____
Signature of Applicant Date

CONSENT FOR CRIMINAL BACKGROUND HISTORY CHECK AUTHORIZATION/WAIVER/INDEMNITY

Each volunteer who is to be screened must sign an authorization/waiver/indemnity form, giving approval for Travis County Search and Rescue to perform the criminal background search.

I _____ HEREBY GIVE PERMISSION FOR TRAVIS COUNTY SEARCH AND RESCUE TO OBTAIN INFORMATION RELATING TO MY CRIMINAL HISTORY RECORD. THE CRIMINAL HISTORY RECORD, AS RECEIVED FROM THE REPORTING AGENCIES, MAY INCLUDE ARREST AND CONVICTION DATA AS WELL AS PLEA BARGAINS AND DEFERRED ADJUDICATION. I UNDERSTAND THAT THIS INFORMATION WILL BE USED, IN PART, TO DETERMINE MY ELIGIBILITY FOR A VOLUNTEER POSITION WITH THIS ORGANIZATION. I ALSO UNDERSTAND THAT I WILL HAVE AN OPPORTUNITY TO REVIEW THE CRIMINAL HISTORY AND A PROCEDURE IS AVAILABLE FOR CLARIFICATION, IF I DISPUTE THE RECORD AS RECEIVED.

I, THE UNDERSIGNED,DO, FOR MYSELF, MY HEIRS, EXECUTORS AND ADMINISTRATORS, HEREBY REMISE, RELEASE AND FOREVER DISCHARGE AND AGREE TO INDEMNIFY TRAVIS COUNTY SEARCH AND RESCUE, AND EACH OF THEIR OFFICERS AND AGENTS HARMLESS FROM AND AGAINST ANY AND ALL CAUSES OF ACTIONS, SUITS, LIABILITIES, COSTS, DEBTS AND SUMS OF MONEY, CLAIMS AND DEMANDS WHATSOEVER, AND ANY AND ALL RELATED ATTORNEYS' FEES, COURT COSTS, AND OTHER EXPENSES RESULTING FROM THE INVESTIGATION OF MY BACKGROUND IN CONNECTION WITH MY APPLICATION TO BECOME A VOLUNTEER.

_____

APPLICANT'S SIGNATURE DATE

_____

APPLICANT'S PRINTED NAME

Travis County Search & Rescue (TCSAR)
Emergency Response Letter of Understanding

I, _____, understand that I am applying for a voluntary position with an Emergency Response organization, Travis County Search and Rescue (TCSAR). If accepted to TCSAR, I understand and accept the commitment to training, attendance at public outreach events and search response to an incident, which may happen at any time, day or night. These commitments may impact my family, work or other personal commitments. As such, I have discussed these commitments with my family and my employer. I accept that it is my responsibility to maintain the balance between my personal responsibilities and these commitments as a part of TCSAR.

Signature: _____

Printed Name: _____

Date: _____

Travis County Search & Rescue (TCSAR)
Application Essay Questions

**Please attach additional sheets as necessary*

1. Why are you interested in becoming part of a Search & Rescue team?

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

2. Why should TCSAR consider accepting you as a new member – what skills, background, experience, etc. can you bring to the team?

_____

_____

_____

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