

NEWSAR Search Support Team Members

Role Description

In considering a person's suitability to become a Search Support Team member, the Operations Group will take account of their attendance at training and fundraising events, their general conduct within the Team and their competence as assessed against each of the NEWSAR Search Support Team technical competencies set out below.

Search Support Team members must pay the annual NEWSAR membership fee, which is due on January 1st of each year. Search Support Team members are entitled to vote at General Meetings of the Team, they will hold full membership of the Team and perform a specialist role.

Main Duties (Communications)

1. To respond to call-outs whenever called upon to do so.
2. To co-ordinate and be responsible for setting up the radio, data network and computer equipment in the designated control location.
3. To act as a radio/communications operator at the incident site or training event.
4. To assist the duty Search Manager during the callout with communications and information technology.
5. To remain in control to respond to requests wherever possible.
6. To ensure Team communication equipment is properly maintained, updated and stored, and to work closely alongside the CommTech Topic Group.
7. To attend training events and fundraising events wherever possible and maintain an attendance record which meets the requirements of a full team member.
8. To maintain the required level of competence to operate as an active Search Support Team member and to identify additional training needs in discussions with the Training Officer and Team Leader.
9. To conduct him/herself professionally at all times so as not to bring the Team name or reputation into disrepute. In the event of circumstances in their personal life which could have a detrimental effect on the reputation of NEWSAR, Search Support Team Members should inform the Team Leader or Deputy Team Leaders at the earliest opportunity.
10. To maintain proper confidentiality with regard to information and operational tasks. Particular note should be made of the need to take care of information shared through social media etc.
11. To maintain properly any Team equipment which has been issued on a personal basis and to return said equipment on request by the NEWSAR Operations Group or on leaving the Team.

12. To obtain and maintain any other equipment not supplied by the Team but which is needed to discharge the role of Operational Support Team member.

Competencies

1. Good radio procedure as per team standards.
2. Ability to identify radio system components and readily assemble into a working system.
3. Ability to carry out basic radio fault finding in a field situation.
4. Ability to plan a sensible location for the installation of a temporary VHF repeater to provide local area communications between field parties and the control location.
5. Operator knowledge of Airwave radios.
6. Ability to identify all team IT components and how they should fit together.
7. Ability to carry out basic IT fault finding in a field situation.
8. Knowledge of computer wireless networks and 3G router concepts, together with the ability to complete basic troubleshooting.
9. Good working knowledge of Microsoft Office products, in particular Word and Excel.
10. Good personal navigation understanding, so as to be able to operate team electronic mapping software and search management software (Mapyx Quo with SARMAN).
11. Basic Life Support skills in CPR and dealing with Hypothermia (assessed). This is done within the team, regardless of outside qualifications – even our members who are Paramedics and Doctors are assessed. This is not a “full” first aid course or qualification.