



County of Sonoma
Volunteer & Internship Program



**Human Resources Department
Community Involvement Division
2300 County Center Dr., Suite B167, Santa Rosa, CA 95403
(707) 565-2821 or 565-2930 Fax: (707) 565-3166**

JOB DESCRIPTION

Office Use Only Dept. Code: 4030sr	Recruitment Requested: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Pre-Screening Requested: YES <input type="checkbox"/> NO <input type="checkbox"/>	Date: 8/22/95 Updated: 1/26/07
Please Check: VOLUNTEER <input checked="" type="checkbox"/> INTERN <input type="checkbox"/>		Job Title: Search and Rescue Team
Number of Positions: 30-40		Department: Sheriff
Division/Program: Helicopter Unit/Search & Rescue		Location of Position: 2254 Ordinance Rd., SR 03
PURPOSE		
Brief description of department or division/program: To provide efficient law enforcement for Sonoma County. Helicopter Unit/Search and Rescue is responsible for searching for lost, missing, or overdue persons as mandated by law.		
JOB DESCRIPTION		
Specific tasks and responsibilities of the volunteer or intern: Aid in the search and rescue for lost, missing, or overdue persons (from very young to seniors), in unincorporated areas of the county. Searches may also involve search for evidence - mainly on foot. Members may be called upon to conduct low angle rope rescues and administer first aid to victims. Members of the team may develop areas of expertise such as dog handling, man tracking, and overhead team functions. Emphasis on working as a team. Searches also involve events like Coastwatch and Infineon Raceway.		
QUALIFICATIONS		
Required skills, abilities, education levels, or other qualifications necessary for the job: First Responder Certificate (thru SRJC) required or to be obtained within one year. Mature, capable, reliable. Willing to be on-call on 24 hour basis. Professional manner. Must be resident of Sonoma County. Must be in good physical condition and able to hike in varied terrains. (Those 15 - 20 years of age referred to Explorers division that has similar tasks.) A special application with health questions is sent upon receipt of County application. An oral interview is held after a number of applications are received.		
TIME COMMITMENT		
Number of hours per week: 8 - 40 / month		
Set required schedule: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, list hours/days per week: Mandatory meetings plus on-call		
Special Project <input type="checkbox"/> Ongoing Position <input checked="" type="checkbox"/> For projects, estimated # of hours and date of completion:		
Minimum length of commitment needed from volunteer or intern: 2 years		

BENEFITS TO VOLUNTEER AND/OR INTERN

Specific training and/or experience the worker will receive: 1) Once a month in-service training required the 3rd weekend of each month, alternates between Saturday and Sunday; 2) Bi-monthly first Wednesday evening meetings; 3) Training in map and compass work, footprint tracking, day/night searches; 4) Referrals to national groups offering course work in specialty areas. Explores meet the second and fourth Wednesday.

FOR INTERNSHIPS ONLY

Paid internship Unpaid internship

Supervision time per week the intern will receive:

Additional Requirements or conditions:

ADDITIONAL JOB REQUIREMENTS

- Confidentiality:
- Background check:
- Dress codes:
- Valid CA driver's license and auto insurance. Photocopy for file:
- Physical Requirements: Must be able to carry a 30 lb. gear bag
- Other: Purchase a tan shirt and green pants that costs about \$60.00

Will worker be driving a County car? YES NO

How Often?

Will worker be required to use own vehicle? YES NO

How Often?

Will worker operate any other machinery? YES NO

If so, what? Inflatable boat

Supervisor's Name: Deputy Wade Borges

Phone: 565-7195

Voice Mail:

Supervisor's Title:

Email:

Fax:

FOR RISK MANAGEMENT USE ONLY

Has position been previously approved for WC? YES [] NO []

[] Reviewed and Approved

Comments:

[] Denied

Reason:

Risk Management Signature: Original Signed 3/28/96

Date of Signature: