Application Instructions

Washington Explorer Search and Rescue, Kitsap Unit

1. **Application:** You must fill out an application through the Department of Emergency Management (DEM). Applications can be found here.

   Please fill out the application in full. It is a very busy application, so read it carefully to make sure you don't miss anything. All applicants, including youth (14-17 years old), will be required to undergo a background check performed by the Kitsap County Sheriff's Office, so this section of the application must be filled out by everyone. Please note: all prior arrests must be disclosed, even if charges were never filed, dropped, or you were ultimately cleared.

2. **Code of Conduct:** DEM requires all search and rescue volunteers to read, sign, and abide by a Code of Conduct. The Code of Conduct can be found here.

3. **Photo:** Take a headshot photo of yourself against a plain background to membership@kitsapesar.com. At the completion of your training, you will be issued a DEM identification card and we need your picture for this card.

4. **Training Fees:**

   Starting training in October: $60 training fee. This will cover your first aid/CPR card and books and other training aids, but does not include the cost of our summer SAR Academy, which you will not be required to attend. This fee needs to be paid at the start of training in October.

   Starting training in May: $100 training fee. This will cover your first aid/CPR card and books and other training aids. This also includes the cost of our summer SAR Academy, where meals are provided (unlike during our regular training season). The fee needs to be paid at start of training in May.

5. **Financial or Equipment Aid:** If you have a financial hardship and cannot pay the training fees or purchase the required equipment, please let us know when you apply by emailing membership@kitsapesar.com. We may be able to help. Training fees can also be adjusted if you have current first aid card/CPR.

6. **Application Submission:** Submit your application, code of conduct, and photo to membership@kitsapesar.com. If you are already first aid and CPR certified, attach that documentation to the email.

7. **ICS Courses:** State law requires all search and rescue personnel to take several Incident Command System (ICS) classes, available online through FEMA. These may be completed at any time but should be completed within one month of starting training. Further information about the classes required and how to take them online is available at: https://kitsapesar.com/join/apply/. Once complete, submit your certificates to membership@kitsapesar.com.

Please email any questions to membership@kitsapesar.com.