Appalachian Search and Rescue Conference (ASRC)
Field Team Leader (FTL)
Position Task Book (PTB)

Position Task Book Assigned to: _____
                                                              Individual's Name/Team Affiliation

Position Task Book Initiated by: _____
                                                              Name/Title/Date

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Introduction
This PTB is part of a competency- based qualification system used by the ASRC. Certification will be awarded upon successful completion of all parts.

Position Task Books provide a standard form for documenting the knowledge, and abilities of the candidate. This is done by observation of that individual's performance or description of tasks needed at a particular operational level. Each Task is designed to demonstrate competencies of a specific skill needed for the position When all tasks in the PTB are successfully completed, the evaluated individual is eligible to requesting final testing for that position.

Evaluation and the confirmation of the candidate's performance of all tasks may involve more than one elevator and can occur on incidents such as searches, special events, training, and exercises. The evaluators will come from a pool of evaluators from among all ASRC teams.

Successful performance of all tasks, as observed and recorded by an evaluator is required prior to a recommendation that the candidate be certified in the position.

Incident/Event Coding
Each task has a code associated with the type of situation needed to complete it. The valid codes are:
- C-Class,
- F- Field Exercise,
- S-Search/ Simulation,
- Any

Tasks are also labeled with an indication indicating if the task is knowledge or performance based……….
- K – Knowledge based task
- P – Performance based task

Responsibilities

Trainee
The following is the list of responsibilities held by the Candidate
- Review and understand the PTB
- Providing the evaluator with background information pertinent to the position
- Complete all tasks satisfactorily within three years
- Retain original PTB
- Notify the GTO when PTB is completed

Evaluator
- Reviewing tasks with Candidate
- Explaining to the trainee the process of the PTB and the Candidate's responsibilities.

- Accurately evaluating and recording demonstrated performance of tasks.
- Document Unsatisfactory performance.

GTO
- Initiating the PTB
- Signing the verification statement when all tasks have been initialed by an evaluator.

Conference training Office
- Confirm PTB completion
- Issues certification

The FTL Candidate will be required to demonstrate competency in 13 knowledge/performance areas.

The FTL Candidate will be required to pass a written test with a XX% score.

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Candidate Prerequisites

Req	Description	Evaluator	Date
PRE-1	The Candidate must be an Active Member of the ASRC		
PRE-2	The Candidate must have obtained an ASRC Field Team Member Certification (should we have a minimum time that a person should be a FTM)		
PRE-3	Maintain Callout pack as listed for FTL		
PRE-4	Be at least 18 years old		
PRE-5	Participates in two search or simulations as an FTM		
PRE-6	Receive a simple majority vote at their team meeting after their GTO proposed their FTL status.		

External Requirements/Certifications

Req	Description	Evaluator	Date Completed
EXT-1	IS-800.B National Response Framework		

Recurring External Requirements/Certifications

Req	Description	Evaluator	Date Expired
EXT-5	Health Care Professional CPR or equivalent		
EXT-6	American Red Cross First Aid or equivalent		

Knowledge and Performance Requirements

1. SAR Operations

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ 1.a	Define the role of the field team for the following types of missions	K	~~A~~C,F, or S		
1	Lost person search	K	~~A~~C,F, or S		
2	Downed aircraft search	K	~~A~~C,F, or S		
3	Rescue	K	~~A~~C,F, or S		
4	Disaster Assistance				
REQ 1.b	List the various types of resources in each of the following cat~~e~~agories that may be used in a typical SAR event	K	~~A~~C,F, or S		
1	Ground search	K	~~A~~C,F, or S		
2	Air Search	K	~~A~~C,F, or S		
3	Logistics	K	~~A~~C,F, or S		
4	Communications	K	~~A~~C,F, or S		
5	Command	K	~~A~~C,F, or S		

2. Search Tactics

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ 2.a	List and explain in detail five responsibilities of the Field Team Leader when carrying out a field task.	K	A		
REQ 2.b	Explain and demonstrate the execution of the following search tactics using standard sized, properly equipped field team	~~K~~	~~A~~		
1	Containment	K,P	F or S		
2	Attraction	K,P	F or S		
3	Survey Search	K,P	F or S		
4	Hasty Search	K,P	F or S		
5	Sweep search (open grid)	K,P	F or S		
6	Line Search (closed Grid)	K,P	~~A~~F or S		
7	Passive and active search methods	K,P	~~A~~F or		

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			S		
8	Clue finders and subject finders	K,P	F or S		
9	Binary search and cutting for sign	K,P	~~A~~F or S		
10	Interviewing and investigation	K,P	~~A~~F or S		
REQ 2.c	Describe in detail the actions that must be completed once the field team returns to base	K	~~A~~C,F, or S		

3. Search Management

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ 3.a	Outline standard search strategy for				
1	Downed aircraft	K	~~A~~C,F, or S		
2	Lost person, Wilderness	K	~~A~~C,F, or S		
3	Lost person, Rural	K	~~A~~C,F, or S		
4	Lost person, Urban	K	~~A~~C,F, or S		
3.b	Demonstrate the ability to accurately complete a TAF form	K, P	C,F orS		
3.c	Demonstrate an understanding of the logistics of being first on scene	K	C,F or S		

4. Rescue Operations

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ 4.a	Describe how to formulate a rescue plan	K	~~A~~C,F, or S		
REQ 4.b	List and describe four major factors a team leader must consider once a subject is located	K	~~A~~C,F, or S		
REQ 4.c	Describe the manpower and equipment requirements, and team structure necessary to accomplish an advanced semi-technical rescue operation	K	C,F, or S~~A~~		
4.d	Demonstrate the ability to select a helicopter landing zone in				
1	Wilderness area	K, P	F or S		
2	Urban disaster area	K, P	F or S		

5. Equipment

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ-5.a	Describe the basic team equipment, other than required personal gear, for a wilderness SAR team	K	C,F, or S		
REQ-5.b	Define and demonstrate an equipment inspection process for individual field team members before beginning a field task.	K, P	C,F, or S~~A~~		

6. Mission Performance

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ-6.a	Demonstrate the ability to travel cross country on foot, in any weather conditions, navigation by map and compass, and to establish an emergency bivouac, all without compromising the task.	K,P	F or S~~A~~		
REQ-6.b	Demonstrate the ability to organize and execute the six tactics listed below:	~~K,S~~	~~A~~		
1	Containment	K,P	~~A~~F, or S		
2	Attraction	K, P	~~A~~F, or S		
3	Survey Search	K, P	~~A~~F, or S		
4	Hasty Search	K,~~S~~P	~~A~~F, or S		
5	Sweep search (open grid search)	K,~~S~~P	~~A~~F, or S		
6	Line search (closed grid search)	K, P~~S~~	~~A~~F, or S		
REQ-6.c	Demonstrate the ability to ~~secure a scene properly, extricate and treat a patient, evacuate a patient using the methods most appropriate to a given situation.~~	~~K,S~~	~~A~~		
	secure a scene properly	K,P	F or S		
	extricate and treat a patient	K,P	F or S		
	evacuate a patient using the	K,P	F or S		

	methods most appropriate to a given situation				
REQ-6.d	Briefy describe pertinent local weather patterns, including the signs of arriving cyclonic winter storms, cold front, warm fronts, and local storms	K	C,F, or SA		
REQ-6.e	Be able to bivouac on a winter night in below 32 degree weather using appropriate field gear. A completed bivouac requires that the ability to complete the assigned task afterwards/	PK	F or SA		
REQ-6.f	Travel competently in the terrain of the ASRC response area. This includes a middle Appalachian wilderness area during any time of the year, including		F or S		
1	Stream crossing evaluation	P			
2	Boulder- field and steep trail climbing	P	F or S		
3					
REQ-6.g	Given a photocopy or computer printed 7.5 minute series topographic map with an ASRC, USNG, or UTM grid overprint, and the original 7.5 minute quadrangle map, identify points via				
1	Latitude and longitude	K,PS	AF or S		
2	The ASRC grid system	K,SP	AF or S		
3	The UTM (Universe Tranverse Mercator System) and USNG(United States National Grid	K,PS	AF or S		
4	The Azimuth and distance of a VOR	K,PS	AF or S		
5					
REQ-6.h	Given only a 7.5 minute topographic quadrangle or an orienteering map with an attack point and a target point plotted on it, and a standard orienteering				

	compass reliably and accurately:				
1	Calculate the true bearing from the attack point to the target	K,P	F or S		
2	Calculate and set on the compass the magnetic bearing to the target	K,P	F or S		
3	Follow the bearing accurately, including triangulating and boxing around obstacles using a minimum of 9 control points	K,P	F or S		
4	Calculate the distance between two points within 25 meters	K,P	F or S		
REQ-6.i	Correctly locate and position a point on a topographic map given				
1	The bearing to one landmarks located on the map (resection)	K,P	F or S		
2	The bearing to one landmark located on a map, and the information that the e poisition is on a specified linear feature (modified resection)	K,P	F or S		
REQ-6.j	Given two bearing from two locations to a target, correctly locate it on a topographic map (triangulation)	K,P	F or S		
REQ-6.k	Demonstrate the ability to lead a team competently on				
1	Containment, attraction, survey, sweep, and grid search tasks	P	F or S		
2	Cutting for sign	P	F or S		
3	Simple tracking	P	F or S		
4	Interrogation and visual search tasks	P	F or S		
5	Non technical and semi technical evacuation	P	F or S		
6	Direction finding	P	F or S		
REQ-6.l	Demonstrate the use of the following basic man- tracking skills and techniques				
1	Select and using a tracking stick	K,P	F or S		
2	Identify the effects of sun direction and intensity on tracking	K,P	F or S		
3	Identify and measure shoe type and size	K,P	F or S		
4	Determine stride length, width, and direction of travel	K,P	F or S		
REQ-	Demonstrate the ability to				

6.m	properly brief a field team before a task including				
1	Give~~e~~ing appropriate information on	K,S	A		
i	Subject information and history, Subject's equipment and medical history	K,P	F or S		
ii	weather	K,P	F or S		
iii	terrain	K,P	F or S		
iv	The search task, it's objectives, and how to preform it	K,P	F or S		
v	Time available for the task and limitations it may impose on the task	K,P	F or S		
vi	Team equipments and personal gear needed	K,P	F or S		
2	Obtaining information from the team members, such as team member medical problems and other relevant input	K,P	F or S		
3	Adequately evaluating team members abilities to do the task	K,P	F or S		
4	Demonstrating the ability to debrief properly a field team after a task including				
i	Instructing the team to follow proper procedure now that the team has returned to base	K,P	F or S		
ii	Acquiring team input (POD, clues, hazards, and other pertinent information)	K,P	F or S		
6.n	Demonstrate the ability to safely lead a team on a night task	K,P	F or S		

7. Ropes and Technical Hardware

Req	Description	~~KSA~~KP	Code	Evaluator	Date
REQ-7.a	Demonstrate the ability to tie correctly the knots below in addition to the FTM knots	K	A		
1	Butterfly	K,P	F or S		
~~2~~	~~Bowline~~	K	A		
~~3~~	~~ASRC seat harness~~	K,P	F or S		
2~~4~~	Load releasing hitch	K,P	F or S		
3~~5~~	Cross chest harness	K,P	F or S		

46	Clove hitch	K,P	F or S		
REQ-7.b	Assemble and use a single line rappel system that includes a belay	K,P	F or S		
REQ-7.c	Demonstrate the ability to direct a six person litter team safely in the following systems rigging a z haul system (3:10 system) a 4:1 hauling system, a brute force hauling system and using the systems to move a litter a minimum of 100 feet up a 45 degree slope				
	in rigging a z haul system (3:10 system)	K,P	F or S		
	a 4:1 hauling system	K,P	F or S		
	a brute force hauling system	K,P	F or S		
REQ-7.d	Demonstrate the ability to rig to an anchor using the following methods				
1	Tree wrap and tie off	K,P	F or S		
2	Using webbing sling loops	K,P	AF or S		
REQ-7.e	Demonstrate the ability to cast, pad, and rig static lines	K, P	AF or S		
REQ-7.f	Demonstrate the ability to belay competentlycometently, including	K	A		
1	Proper anchor, stance, tie in, and aim	K,P	F or S		
2	Correct use of calls and fall catching	K,P	F or S		
3	Tandem prusik belay	K,P	F or S		
REQ-7.g	Demonstrate competently in braking litters with tree wrap belays and mechanical devices	K,P	F or S		
REQ-7.h	Serve competently in all positions on a semi technical rescue including				
1	Serving as rope leader with tree wrap brakes, figure 8, and break bar rack	K,P	F or S		
2	Selecting suitable anchor points	K,P	F or S		
REQ-7.i	Demonstrate the ability safelyt to load and tie a patient to a litter, and rig it for semi technical evacuations				
REQ-7.j	Demonstrate competence in route selection for a semi technical	K,P	F or S		

	evacuation				
REQ-7.k	Demonstrate the knowledge of and ability to care properly for ropes and technical rescue equipment	K,P	F or S		

	Written test at 80 %	K	C		

Ongoing record of training, simulations, and searches

Date	Location	Task Completed

Checklist for PTB Submission - To be completed by GTO

	Task	Signature	Date
	Completed PTB		
	Current CPR cetificate		

Current First Aid certificate		
Verification of External Certifications		
Written Test Passed		

_____
Issued To
has demonstrated competency in the skills need to function as a Field Team Leader. It is my recommendation that they be evaluated by the ASRC Evaluator's in order to receive final ASRC Field Team Leader certification.

_____   _____
GTO   Date

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