



Team Leader Training Program Student Log Book

Ontario Search and Rescue Volunteer Association

Team Leader Student's Name: _____

Team Leader Student's Team: _____

INTRODUCTION

This Team Leader (TL) Student Log Book is intended to assist with the tracking of all required training of candidates undergoing the OSARVA Team Leader Training Program (TLTP). As training schedules, frequencies and timelines differ from one team to another, no one member will cover all required competencies and attributes at the same rate. As such this log book was developed to assist in tracking all training elements. Upon completion of the student log book, the member will be qualified and certified to carry out the duties of Ground Search and Rescue (GSAR) Team Leader.

Responsibilities:

Student

- Student will retain log book for the duration of TLTP he/she is undergoing
- After completion of any competency or attributes member must produce log book to trainer/instructor for input
- Review all comments provided by trainer/instructor
- Adjust as required from input from trainer/instructor
- Apprise team training coordinator of any necessary training/practical/exercise that would be required for completion of TLTP

Trainer/Instructor

- When the log book is provided by the candidate, after completion of any competency/attribute, provide timely input and comments
- Coach/mentor all TL students throughout the program
- Provide input upon completion of log book in the Peer Review Section (A2)

Team Leadership

- In consultation with trainers/instructors, review completed log book and provide input to "Overall Observation" and "Development Opportunities"
- Upon consultation with trainers/instructors, qualify/certify member as GSAR TL or provide feedback to member on required adjustments necessary to complete TLTP
- Once member is qualified/certified as a GSAR Team Leader, Student Log Book is to be held/placed in member's file

Number	Element	Theory	Practical	Met Standard (Name and Initial)	Date	Comment
1.0	PROGRAM					
1.1	SAR Structure		N/A			
1.2	ICS					
1.3	Roles and Responsibilities		N/A			
1.4	Legal Requirements					
1.5	Liability Protection and Workers Compensation					
1.6	Finance and Admin					
1.7	Documentation					
1.8	Media					
2.0	HUMAN FACTORS					
2.1	Leadership and Supervision		N/A ¹			
2.2	Risk Management					
2.3	Team Safety					
2.4	Psychological Health and Safety					
3.0	ENVIRONMENT					
3.1 - 3.6	Environment					
4.0	FIRST AID AND SURVIVAL SKILLS					
4.1	First Aid					
4.2	Survival Skills					
¹ Note: Practical assessment, see Section A1 (Leadership Attributes) below.						

Number	Element	Theory	Practical	Met Standard (Name and Initial)	Date	Comment
5.0	TRANSPORTATION EQUIPMENT SAFETY					
5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.8	Transportation ²					
5.7	Helicopter Safety					
6.0	NAVIGATION					
6.1, 6.2, 6.4	Map and Compass					
6.3, 6.5	GPS					
7.0	COMMUNICATION					
7.1, 7.2, 7.3, 7.4, 7.5	Communications ³					
8.0	LOST PERSON BEHAVIOR					
8.1	Lost Person Behavior					

²Note: Include definition of vehicles(s) for your specific team in comments section.

³Note: Include definition of communication equipment for your specific team in comments section.

Number	Element	Theory	Practical	Met Standard (Name and Initial)	Date	Comment
9.0	SEARCH COMPETENCIES					
9.1	Search Theory					
9.2	Notification					
9.3	Activation, Checking In, Initial Briefing					
9.4	Assignments					
9.5	Search Techniques					
9.6	Confinement / Containment					
9.7	Attraction Methods					
9.8	Clue Awareness					
9.9	Demobilization Process					

Number	Element	Theory	Practical	Met Standard (Name and Initial)	Date	Comment
9.10	Night Searches					
9.11	Land-Water Interface Searches					
9.12	Evidence Handling					
9.13	Dealing with Deceased Persons					
9.14	Urban Searches					
10.0	SPECIALIZED RESOURCES					
10.1, 10.4	Specialized Resources / When to Call in a Technical Team					
10.2, 10.3	Hazardous Identification and Risk Assessment (HIRA) Emergency Management Cycle					
10.5	How to Support a Specialized Team					

A1	Leadership Attributes	1. Knowledgeable, Competent and Relevant Experience 2. Safety Mindedness 3. Decisiveness 4. Respect 5. Interpersonal Skills	6. Problem Solving – Adaptability 7. Sense of Ownership – Purpose 8. Motivator 9. Ability to Delegate 10. Mentor/Coach
Date	Name and Initial	Comments	

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Date	Name and Initial	Comments	

A2 Peer Review	Comments	
Overall Observation:		
Development Opportunities:		
Achieved GSAR Team Leader	Date:	Student Signature: _____ Team Leadership Signature: _____