



Volunteer Marine Rescue Jacobs Well Assn Inc

ABN: 25 862 670 198
PO Box 279, Beenleigh Qld 4207
Phone: 07 5546-1100 Fax: 07 5546 1055
Email: secretary@vmrjw.org.au



Appendix to SOP 101 Information for Prospective Active Members Effective 1/9/2023

The squadron would like to thank you for your enquiry into joining Volunteer Marine Rescue Jacobs Well as an Active Member. Our squadron is based at 1161 Pimpama-Jacobs Well Road, Jacobs Well Qld 4208 and operates 24 hours a day, 7 days a week.

The following points outline the requirements and your obligations for becoming a new active member:

- The minimum age to join is 18 years and the maximum is 75 years.
- You must be able to swim at least 50 metres.
- You are required to complete an Application of Active Membership Form. VMR may also supply you with a Medical Health Questionnaire and as a result, may need clearance from your Doctor. VMR have a *Health Assessment Form* for this purpose (P&D Form 145a). The cost of any medical visit or completion of assessment is borne by you.
- The time to process your application, health forms or any other requirements is approx. 2-3 weeks. It is processed by the Membership Co-ordinator and then forwarded to Management for approval.
- Once your application is approved by Management, you will be contacted by the squadron to participate in an induction. You will be allotted to a crew, based on your availability and our staffing requirements and officially commence a 3-month probation period. You will also be allotted an @mrq.org.au email address and number from Head Office for the purposes of WorkCover and collecting sea-time and on-line study via the Axelerate training platform.
- At this time, you will also be asked to pay your joining fee of \$88.00 (first year only), then \$11.00 per year on your membership anniversary. Your first year fee covers VMR Insurance, Duty shirt, Induction, and any waterside assistance required.
- During the probation period, you will be allotted a VMR duty uniform. This will consist of VMR shorts, a work shirt and hat. VMRJW will supply these items free of charge. This uniform is worn whilst on rosters and on the vessels. Other items like long-sleeve shirts and broad brim hat can be purchased at any time. Following your first year, you will be provided with a VMR blue dress shirt and epaulettes and badges. These are worn at general meetings, official events or functions, and classroom style training.
- During the probation period you will not commence any formal training. You are to use this period to observe the tasks of your fellow crew members, the daily procedures within the base, become familiar with the rescue vessels including their maintenance and be made aware of the contents of formal training via Unit Specific Modules (USM) and the online Axelerate Training programs.
- During the probation period, you are actively encouraged to complete a Marine Radio Operators Certificate of Proficiency (MROCP) course. In addition, you should also endeavor to complete your Apply First Aid, CPR, Advanced Resuscitation and Automated External Defibrillator (AED) courses. These courses are provided by VMR. However, you need to be aware that if you fail to show up to a pre-booked course, you may be charged \$50 cost of the course.



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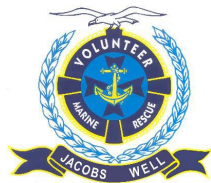
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- You are required to participate in regular and major fundraising activities and attend at least 75% of General Meetings which are held every 2-3 months.
- Depending on your availability and progression, your formal training is outlined on the following pages.
- Should you be allocated to a weekend crew, your roster will commence 1800 hours Friday and conclude at 1800 hours on Sunday. Weekend crews are self-catering, and you will be expected to contribute your share of the costs of meals. Please liaison with your Resource Controller.
- Mid-week crews manage the radio room on a continuous basis and are rosters for radio room/boat crew duties over a period of up to 36 hours. Mid-week crew make their own arrangements for meals.
- If you decide not to continue as an Active Member on completion of your probation period, you will be offered the opportunity to continue membership as an Associate Member. Should you choose this option, you will be required to return all uniforms you were given. You may also be offered the opportunity to become an Active Supporter if such a type of membership is appropriate for you.

Your formal training will consist of;

Induction	Induction Briefing
SOP's & P&D's	Standard Operating Procedures (SOP's) and Policies & Directives (P&D's)
USM's	Unit Specific Modules > things that only Jacobs Well have e.g. detailed local 'area of operation' knowledge, tow tractor use, vessel launch etc.
Shipboard Safety Skills Set (SSSS) MARSS0008	MARF027 Apply basic survival skills in the event of vessel abandonment MARF028 Follow procedures to minimise and fight fires on board a vessel MARF029 Meet work health and safety requirements MARF030 Survive at sea using survival craft
Base Radio Operator	HLTAID001 Apply First Aid HLTAID007 Provide Advanced Resuscitation (Oxy) HLTAID009 Provide Cardiopulmonary Resuscitation (CPR) SROCP & LROCP Certification of Proficiency in Marine VHF/HF Radio operation
Boat crew (in addition to above) MAR20313	MARB002 Perform basic servicing and maintenance of main propulsion unit and auxiliary systems MARC005 Operate inboard and outboard motors MARC006 Operate main propulsion unit and auxiliary systems MARH001 Plan and navigate a passage for a vessel up to 12 metres MARI003 Comply with regulations to ensure safe operation of a vessel up to 12 metres MARK007 Handle a vessel up to 12 metres MARN008 Apply seamanship skills aboard a vessel up to 12 metres MARJ001 Follow environmental work practices
Senior Boat Crew	As per requirements



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Skipper-In-Training (in addition to above)	18 hours of Activations 18 hours of Night Activations (jobs and/or training) Log sheet hours across multiple crews
Inshore Skipper (in addition to above)	Complete sea-time requirements AMSA Certification
Offshore Skipper (in addition to above)	Complete sea-time requirements AMSA Certification

In addition to the above MAR Training package modules, you are required to complete a number of Unit Specific Modules (USM's) which are pertinent to the day-to-day operations with VMR Jacobs Well and your training progression.

More information can be provided by your allocated Resource Controller or the squadron Unit Training Co-ordinator (UTC).