



## **CADET CONTRACT**

This agreement documents the qualifications and mutual expectations of cadets joining the Chatham Emergency Squad (CES). It also includes the Contract and general operational rules. After being read, understood, and signed by student and parent, it should be returned to the Cadet Manager.

### ***Qualifications for Gaining an Interview***

Before the prospective cadet is formally interviewed, the cadet must:

- Be a resident of Chatham and a sophomore in high school
- Attend a parent-cadet information meeting
- Fill out an application and return it to the Cadet Manager

### ***Expectations of Serving on the Chatham Emergency Squad***

CES expects that cadets volunteer their services with the goals of helping their community and gaining experience in emergency medical services. Cadets will respect both the privacy and the confidentiality of patients and situations encountered. Cadets should meet the high expectations of all members as outlined in the "Tenets of Membership."

CES will train the cadets and provide them opportunities to serve in the field. In return, cadets must be highly motivated and achieve proficiency in all EMT skill requirements. Cadets must take initiative and work with the crew chief to gain the training and experience they need. Cadet members must achieve EMT certification by the State of NJ and pass other training courses required by CES.

Cadets must also participate in the broader activities of the Squad including business meetings, community events, training courses, and drills. They should expect to be assigned tasks as individuals or as a group in support of the organization. Examples may be: cleaning the ambulances, staffing blood drive sites, hanging advertising posters, and taking inventory of supplies. These assignments must be fulfilled with enthusiasm and competence.

Cadets are expected to maintain and update a Probationary Member Checklist, which is a key tool used to monitor the cadet's progress. This checklist must be completed by high school graduation with the exception of the sections on ambulance driving and serving as crew chief. Although some cadets will end their career with the Squad on graduation, there is one standard of performance for all cadets.

The Cadet Manager serves as the "go-to" person for cadets in all situations which cannot be resolved with their Crew Chief. The Cadet Manager will also help organize training programs for the cadets from time to time.

## **Key Rules**

- Cadets will be assigned a set shift of at least 3 hours each week. During scheduled shifts, the crew will sometimes train with the cadet. With remaining free time, the cadet may relax, watch TV, do homework, read or listen to music.
- Cadets, with permission of their crew chief and the Captain, may ask to serve with weekend and holiday crews on specific pre-arranged days.
- Cadets must remain at the Squad building in the company of an adult member while on duty.
- Cadets will not, unless already in the company of a certified member, respond to an emergency dispatch. Where the cadet is aware of an emergency as a witness or bystander, or is summoned directly by family, neighbor or school official, the cadet may act within their training. Where the cadet is aware of an emergency by dispatch including page, text or app, they may not respond.
- CES activities may not conflict with or decrease attention paid to the academic responsibilities of the cadet.
- Friends are not allowed to visit the cadet at the building.
- The CES computer is to be used only for Squad business or schoolwork.
- Uniforms will be issued to cadets and they will be worn while on duty. It is the cadet's responsibility to keep the uniform clean. Uniforms are to be worn only on duty or at Squad functions.
- A cadet that has a) been a CES member for at least a year; b) been a certified EMT for at least six months; c) had a clear NJ driving record of at least three months; and d) has demonstrated excellent performance, may request the issuance of a pager. A Pager Agreement affords the Cadet greater opportunity to respond to calls when **not on weekly duty**. The limits of these circumstances are detailed in the Pager Agreement. The issuance of a pager requires the signed agreement of a parent, crew chief and Captain.
- The cadet's term with CES will end upon graduation from high school unless promoted to Probationary 2 status at that time.

## **Post-Graduation**

- If the cadet wishes to continue their Squad career, they should make this interest known to both their Crew Chief and the Cadet Manager as early as possible. On graduation they will need to formally apply to the Captain for promotion to Probationary 2 status.

- The prerequisites for acceptance are:
  - Good standing and high performance in all aspects of membership.
  - Completion of their probationary checklist with the exceptions of driving the ambulance and serving as crew chief.
  - In the opinion of their Crew Chief and Captain, the realistic prospect that they will achieve certified status by the end of the first summer following their graduation.
  - Commitment to serve a full 12-hour duty shift during the summer and join a weekend crew.

## ***Contract***

Cadets must satisfy the following requirements to maintain good standing:

- Provide a completed Squad medical form.
- Secure a Healthcare Provider CPR certification and provide a copy of the card prior to beginning service at the end of the school year.
- Enroll in an EMT course within 3 months of starting with the squad.
- Take and pass all mandatory training required by the Squad.
- Complete the EMT course and pass the New Jersey EMT certification test within one year of being accepted into membership on the Squad.
- Attend at least 50% of the business meetings each year (there are seven).
- Attend at least 50% of the training sessions each year (there are nine or ten).
- Make continual progress toward completion of the Probationary Checklist.
- Comply with all Squad rules and meet all general requirements of membership.

**The Chatham Emergency Squad offers Cadets the opportunity to serve their community in a meaningful way. The Squad endeavors to give each Cadet a valuable life experience and the chance to develop professional skills. To realize the full richness of the experience, the cadet must make a real investment of time, intellect and enthusiasm and take the lead in their own development.**

*By signing this Contract, Cadet and parents confirm that they understand, accept and promise to meet all of the requirements and expectations of Cadet membership. They also accept that continued membership is conditioned upon compliance with all requirements and high performance. Cadet membership may be terminated at any time at the sole discretion of the Squad.*

## **Signatures**

**Student:** \_\_\_\_\_  
(signed)

\_\_\_\_\_  
(print name)

**Date:** \_\_\_\_\_

**Parent:** \_\_\_\_\_  
(signed)

\_\_\_\_\_  
(print name)

**Date:** \_\_\_\_\_

## **ON BEHALF OF THE CHATHAM EMERGENCY SQUAD**

**Personnel Vice President:**

\_\_\_\_\_  
(signed)

\_\_\_\_\_  
(print name)

**Date:** \_\_\_\_\_