



# National Ski Patrol Alumni Manual

Published 2012



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## ***Acknowledgements***

As is the case with many NSP publications, this document has utilized other NSP documents for ideas and official source material. A sincere debt of gratitude is expressed to the authors of those publications.

The contents of this document shall adhere to the principles of the NSP bylaws and *NSP Policies and Procedures* current at the time of publication. If there is conflicting or ambiguous content, the most current edition of those two documents shall prevail.

## ***Dedication***

*“To the experience, knowledge, and energies of those who have stopped actively patrolling, while extending to them the recognition, dignity, and awards they have earned.”*



## ***Introduction***

The NSP Alumni Program has evolved tremendously, and is no longer only for those who feel that their time has passed, or that they are no longer capable of active duty. Each alumni member joined this program due to a circumstance unique to that individual. Many alumni members wish to remain active members of the NSP organization. However, the extent of participation is still completely up to the discretion of each alumni member and their patrol, region or division. If an alumni member wishes not to actively participate, that is the member's choice.

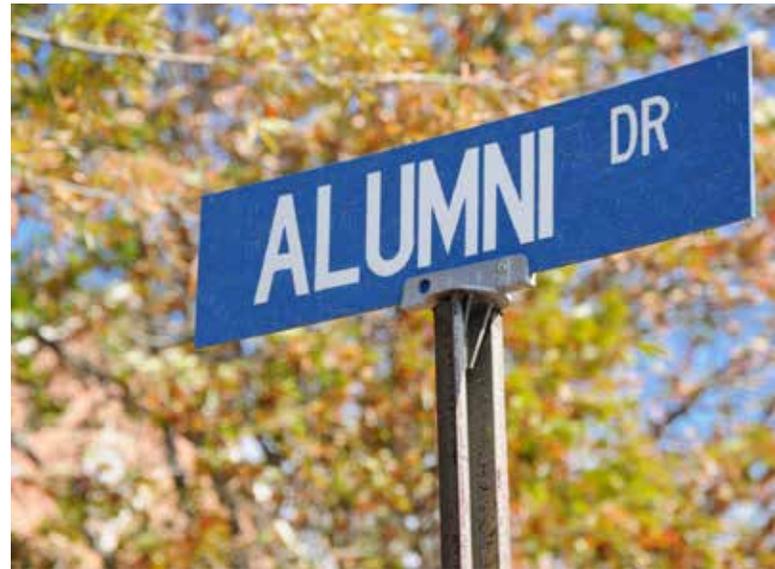
NSP is well aware of the value of alumni members. In 2010, NSP invested time and money to develop a program to educate and inform both the patroller and the patrols on how to effectively utilize former patrollers through the Alumni Program. The difficulty is that some alumni want to continue to be active, while others do not. How we utilize alumni differs widely across the country. Many patrols have always encouraged patrollers to become alumni when they were making ski patrol "stay or go" decisions. We now have a number of alumni that make great contributions to our patrols. Some patrols allow alumni to develop an individual plan with regard to how they wish to contribute and/or participate within the patrol. Some alumni are very active, while others merely enjoy the social activities. Whatever the involvement, it is the decision of the alumni member.

As the past NSP Alumni Program adviser, I was charged to recruit and educate alumni. We also needed to educate the area patrol representatives/directors and region and division administrators regarding the role and/or potential role of NSP alumni. The NSP alumni role is extremely diversified, and therefore not easily compartmentalized. The Alumni

Program needs to be dynamic, allowing each alumni member to design his or her own program. My goal has been to identify what is wanted or needed, then evolve the Alumni Program to fulfill that need. To that end, the Alumni Program is being rebuilt from the ground up. Please visit the NSP Alumni website for opportunities to help build this program.

Thank you.

**Josie Elting**  
**NSP Alumni Program Adviser 2010-2012**





## **Part I Alumni Program Overview**

### **Unit 1 -- Purpose**

This document is intended to inform prospective and current alumni members as to the potential levels of involvement in the Alumni Program, and to act as a guide for those who wish to retain their affiliation with the NSP as alumni members.

An alumni member is a special registration category for patrollers who, for various reasons, decide to no longer actively provide emergency care or rescue services, but wish to continue their relationship with the National Ski Patrol.

While all NSP alumni members may participate in a variety of programs and events, the U.S. Forest Service and/or each area's management are independent entities that establish their own specific requirements. The Forest Service and/or area management standard operating procedures should not be confused with NSP directives or requirements. The Forest Service and/or area management may direct alumni members participating in its events to perform activities not covered in any of the NSP-sanctioned programs.

The information and principles presented in this document may not be applicable in all situations that arise in the day-to-day operations of a given ski area or location, and are subject to change or modification by applicable ski area management or government agencies. The National Ski Patrol, its board of directors, its employees, and its membership, assume no liability whatsoever arising out of, or related to, any loss, damage, or injury that may arise from the application of the information and principles presented in this document.

### **Unit 2 -- History**

In 1977, during the administration of National Director Charles Haskins, the NSP began registering former patrollers in a new membership category, "Alumni." In order to fill a need by many retired patrollers to maintain some kind of connection with the NSP, the board of directors authorized the creation of alumni membership. Peter Austin of Brackney, Pa., was appointed the first chair for the program.

Alumni membership has grown to over 2,000 members scattered throughout all geographic NSP divisions. These members are contributing to the support of the NSP in a variety of ways, most notably in the areas of public relations and community service. Many alumni members are also active in search and rescue, and some continue to instruct.

### **Unit 3 -- Administrative Structure**

The national alumni adviser is appointed by, and reports directly to, the national chair of the board of directors. This appointment must be confirmed by the board. The term of office coincides with the term of the appointing chairman. The national alumni adviser also collaborates with, and reports indirectly to, the executive director, other NSP officers and advisers, and chairs the National Alumni Advisory Committee.

The division alumni adviser is appointed or elected according to division policy, and reports directly to the division director or designate. The division alumni adviser also collaborates with, and reports indirectly to, the



national alumni adviser.

The region alumni adviser is appointed or elected according to region policy, and reports directly to the region director or designate. The region alumni adviser also collaborates with, and reports indirectly to, the division alumni adviser.

The patrol alumni adviser is appointed or elected according to patrol policy, and reports directly to the patrol director or designate. The patrol alumni adviser also collaborates with, and reports indirectly to, the region alumni adviser.

In the event that the patrol, region, or division does not have an alumni adviser, Alumni members are encouraged to contact the national alumni adviser.

#### **Unit 4 -- Staff Duties and Responsibilities**

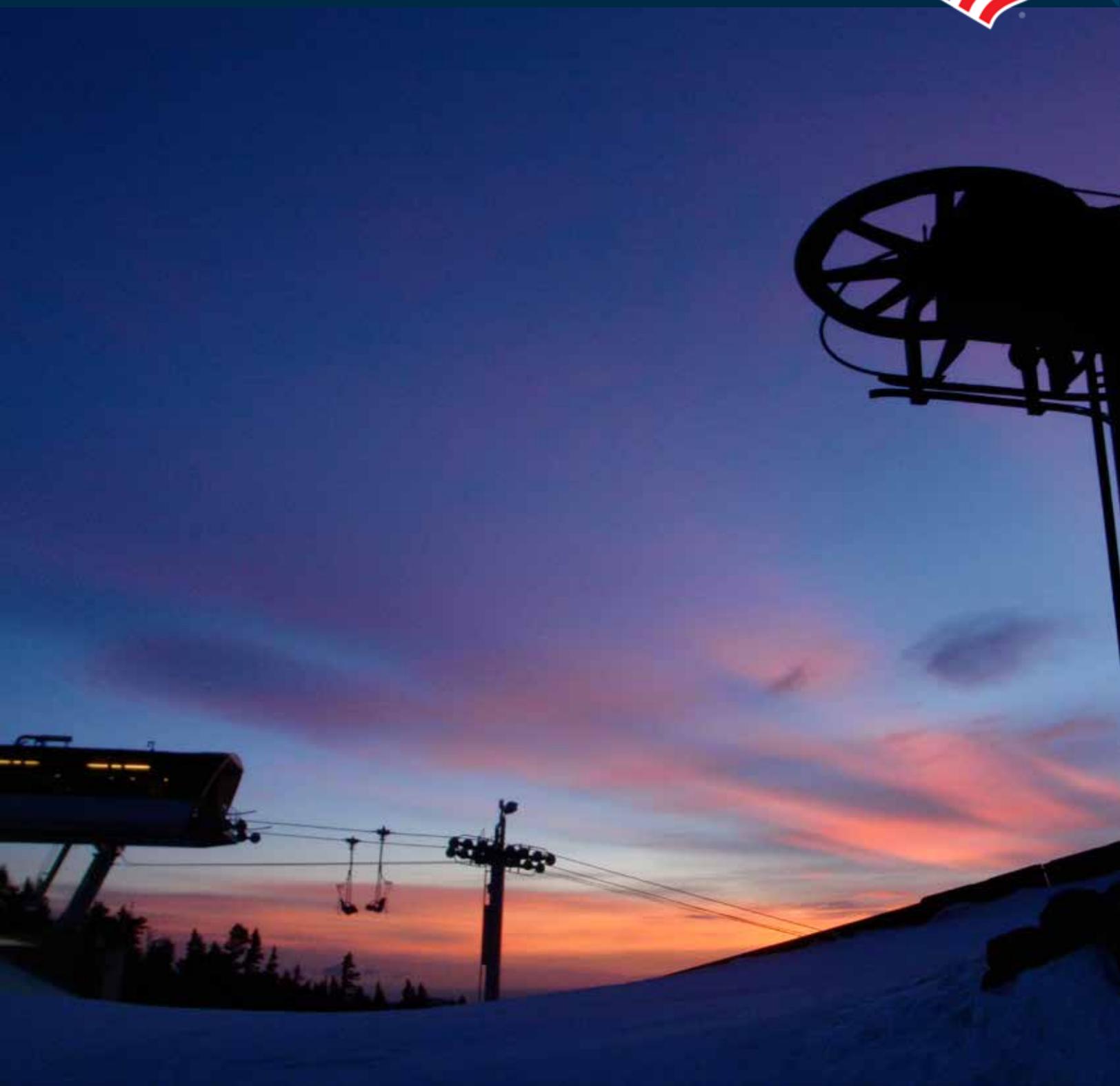
The national alumni adviser has a primary responsibility to advise the national board of directors on issues regarding the Alumni Program. The national alumni adviser is also the head of the National Alumni Advisory Committee, which is comprised of all division alumni advisers. Together, this committee develops and implements new additions to the Alumni Program, monitors and revises the existing facets of the program, makes recommendations to the national board of directors, and communicates relevant advisory information to the membership.

The division alumni adviser is responsible for coordinating and maintaining the Alumni Program within the division. Each division alumni adviser is a member of the National Advisory Committee that reviews the Alumni Program and counsels the national chair and board of directors regarding relevant issues and needs. These meetings may result in recommendations to the national board of directors

for changes in national standards or policies. For divisions without an alumni adviser, these duties may revert back to the division director or the national alumni adviser.

The region alumni adviser is responsible for coordinating and maintaining the Alumni Program within the region. The region alumni adviser is usually the primary contact for prospective, new, and current alumni members. Therefore, the region alumni adviser should ensure that alumni member information is correct and up to date. It is also the responsibility of the region alumni adviser to make the membership aware of upcoming events they may participate in, and to make the appropriate officers aware of any awards, etc. an alumni member is eligible to receive. For regions without an alumni adviser, these duties may revert back to the region director or division alumni adviser.

The patrol alumni adviser is responsible for identifying patrollers that no longer wish to register with their patrol as an active patroller. The adviser should make the departing patroller aware of the Alumni Program and direct them to the NSP website for more information. If the patroller wishes to stay associated with the patrol, the patrol representative/director and/or patrol board needs to approve the request. After the patroller has completed the registration to become an alumni member and obtained permission from the patrol representative/director, the patrol representative/director will list them on the secondary roster. For patrols without an alumni adviser, these duties may revert back to the patrol representative/director.





## **Part II** Alumni Members

### **Unit 5 -- Alumni Registration Identification**

Each alumni member is issued a unique NSP alphanumeric identification “number.”

The letter prefix indicates the division with which the alumni member is affiliated.

The 600 number indicates the member is registered as an alumni member, and corresponds with the region with which the alumni member was last registered

The final six numerals make up the alumni member’s unique core identification number. This part of the identification number remains with the individual upon the status change from active patroller to alumni member.

### **Unit 6 Alumni Member Categories**

Alumni members are officially recognized as such by their alumni member card.

An alumni member does not have a patroller status with regard to alpine, Nordic, patroller, Senior, or Certified.

## **Part III** Involvement

### **Unit 7 -- Restrictions**

Alumni members shall not sign on for active duty, perform emergency care, transport injured parties, or otherwise act as an active patroller.

Alumni members may not wear any “official NSP duty uniform” that a ski area or center uses to designate an active patroller. Alumni members are not allowed to wear any costume or form of

dress, including official duty-related patches, badges, or an “aid belt or pack,” which may confuse the public or lead them to believe an alumni member is an active patroller. Alumni members should check with the patrol representative/director and/or agency to see if there is a specific uniform, pack, or badge that they should wear.

### **Unit 8 -- Participation Overview**

Desired levels and types of participation are left up to the individual alumni member, provided there is mutual consent with the U.S. Forest Service, patrol, or area management.

Alumni members may serve in a variety of advisory, staff, and/or committee member capacities at local, region, division, and/or national levels of the NSP.

Alumni members are not required to fulfill any refresher requirements, except as required to maintain specific instructor certifications.

### **Unit 9 -- Participation: NSP Sponsored**

Alumni members may participate in virtually any and all registered NSP seminars, clinics, courses, refreshers, and other events as a pupil, aide, or instructor (with the appropriate up-to-date instructor certifications).

Alumni members may participate in approved NSP education programs or educational activities found in *NSP Policies and Procedures* and defined by the training manuals approved by the national board of directors (e.g. *Outdoor Emergency Care*, *Outdoor Emergency Trans-*



portation: *Principles of Toboggan Handling, The Ski Patroller's Manual*). NSP-approved programs and textbooks may also be located in the current *NSP Winter Catalog*. Division, region, and local patrol clinics and activities may have individual requirements or fees. The Alumni member should contact the sponsoring event person and find out the specific attendance requirements.

## Unit 10 -- Participation: Non-NSP Sponsored

Activities which are NOT registered as an official NSP event (e.g. local patrol training and/or functions) are under the auspices of the local patrol and/or area management. Alumni member participation must therefore be approved by the host patrol representative/director and/or the host area management. Alumni membership does not limit what an alumni member can do with the local area's permission. The local patrol may be the deciding factor regarding what can and cannot be done.

Potential participation at the local patrol/ski area level may include, but is not limited to:

- Assisting in the patrol's daily administrative duties;
- Assisting during opening or sweep;
- Serving as a radio dispatcher at a patrol facility;
- Writing up daily trail reports, etc.;
- Helping with patrol social activities;
- Becoming the alumni adviser for a local patrol;
- Recruiting candidates;

- Greeting or helping customers as a host or ambassador;
- Speaking to bus or tour groups upon arrival; and
- Assisting at the Winter Special Olympics.

Miscellaneous activities may include, but are not limited to:

- Attending alumni events; and
- Giving safety talks to school groups, ski clubs, etc.

An alumni member should access the event calendar on the various division or region websites to find the name and e-mail address of the person in charge of the event that they wish to participate in. Upon contacting that person, the alumni member can find out the event particulars and indicate how he or she would like to participate.

## Unit 11 -- Instructorship

Any duly-registered alumni member who has satisfied the continuing education requirements may serve as an instructor within the division in which he or she is registered.

If an alumni member wishes, he or she can still become an instructor for a specific program by going through the same training as an active patroller.

NSP does not track years of instructor service. Alumni members must check with their affiliated region or division for that information. To maintain instructor certification, certain



obligations must be fulfilled. A member's instructor information for a specific discipline is maintained and tracked for that geographical area by the region or division person assigned for that discipline.

## Unit 12 -- Return to Active Patroller Status

If an Alumni member wishes to return to active NSP membership status, he or she must meet the requirements as set forth in *NSP Policies and Procedures*, and fulfill the requirements of the patrol.

## Unit 13 -- Liability

The NSP policy covers NSP members while they are participating in any NSP-approved educational, training, or certification program to maintain or improve membership. NSP insurance covers claims for harm to others alleged to have arisen out of such educational and certification programs where a claim is made that such harm was the fault of the NSP or one of its members or instructors.

The NSP's national insurance policy provides that all local NSP registration units, sections, regions, and divisions, as well as the national level of the organization, are protected if such units are named in a particular legal action as a defendant. This is true regardless of whether the ski area has a liability policy.

## Part IV Uniform

### Unit 14 -- Clothing

Alumni members may wear any clean, neat clothing that does not conflict with those items listed in Unit 7 (Restrictions). When participating in an NSP-sponsored event, additional clothing provisions may be required by the event supervisor, host

patrol representative/director, or host area management. Alumni members are "front-line" representatives of the NSP; therefore, they should always dress and act accordingly.

### Unit 15 -- Accoutrements

The change of status from active patroller to alumni member does not void any previous or future NSP accomplishments. Please see Section 7.10.4 E of the current edition of the *National Ski Patrol Policies and Procedures* (available online). It specifically states, "Awards and honorary appointments, e.g. Merit Stars, National Appointments, will continue to be recognized."

Alumni members are authorized to wear or display the following pins, badges, and patches:

- Ski Patrol shield – pin, patch, decal.
- Alumni sweater pin (cat. #126).
- Alumni with National Appointments - National Alumni sweater pin (cat. #135).
- Alumni chest patch (cat. #119).
- Pins and patches that indicate achievements, service awards, honorary appointments, and awards, e.g. Merit Stars, National Appointments.
- Basic ID bar with the word "Alumni" under their name. ID bars may also contain identification indicating accomplishments listed above.



## **Part V Registration**

### **Unit 16 -- Eligibility**

Alumni membership is available to anyone who has been registered with the NSP as an active patroller for a minimum of one season. This does not include the candidate season. There is no time limit to make the decision to go from active patroller to an alumni member.

### **Unit 17 -- Registration Process**

Alumni membership applications and/or brochures are available from the NSP website and the national office. An active NSP patroller that has not registered to actively patrol by the end of the season (April of the following year) will receive a packet of information and an invitation from the national office to become an alumni member. A form will be included in the packet with instructions. Dues are paid directly to the national office, and are processed independently of active patroller registrations. Each year thereafter, an alumni member will receive a renewal notice from the national office if there are no gaps in years of paying dues.

Before registering with the NSP as an alumni member, the individual should access his or her personal profile on the NSP website to ensure all information is correct and up-to-date.

Then:

1. Log on to the NSP website homepage at [www.nsp.org](http://www.nsp.org).
2. Click on "PROGRAMS."
3. Scroll down and click on "ALUMNI."

4. Scroll down and click on "How to Join."
5. Print out the brochure with the attached application form.
6. Fill out the application form.
7. Send the completed form with indicated annual dues to the national office at the address on the form.
8. If a secondary patrol registration is desired, the patrol representative/director from that patrol must register the alumni member via the online registration system once the primary alumni membership has been completed.

NSP registration paperwork for alumni members for any given year is due in the national office by March 1. Registration is valid from January 1 through December 31 of a given year.

### **Unit 18 -- Secondary Registration**

If an alumni member is interested in maintaining an affiliation with a former local patrol, an approval by the patrol representative/director of that patrol is required. The patrol representative/director may then register the alumni member on the local patrol's secondary roster. An alumni member may not be registered on a former local patrol's primary roster as an active patroller, and should not be included in the number of active NSP patrollers for that patrol. Additional local fees may be required, per patrol protocol.



## Unit 19 -- Tenure/Years of Membership

Years of membership accrued as an alumni member are automatically added to the years of membership accrued as an active patroller, provided that there is no break in service. To regain continuous years of service, dues must be paid at the current alumni membership rate for each year missed. In the event that dues for missing years are not paid, the alumni member's join date is changed to reflect the current dues year.

Alumni are still eligible to receive Years of Service awards based upon the total combined years of continuous service as a patroller or an alumni member.

## Unit 20 -- Dues/Annual and Lifetime Membership

Current annual alumni membership dues information can be found on the NSP website. Of the \$27.00, \$17.00 covers Alumni Program administrative costs. The remaining \$10.00 is returned to the division with which the alumni member is affiliated, for disbursement in accordance with that division's policy. Each region may request that \$5.00 be returned to the region for alumni-related use. Active NSP patrollers who are lifetime members automatically retain their lifetime status after becoming alumni members. New and continuing alumni members who wish to become lifetime alumni members can do so for a one-time fee that helps support the NSP Endowment Fund. The current fee information may also be found on the NSP website. Alumni members with 50 years of continuous service are eligible for a free lifetime membership; this must be verified with

the national office. Lifetime alumni members receive a lifetime membership pin, a walnut-framed certificate, and a lifetime member card.

## **Part VI Additional Membership Benefits**

Continue to be a part of the largest winter rescue organization in the world.

Membership dues may be tax-deductable.

National voting rights are retained.

NSP member number and member profile information is retained.

All national, division, and region newsletters, catalogs, and other mailings continue.

Access to NSP website is retained.

Access to *NSP Winter Catalog* is retained.

Eligibility for most "Pro" deals, including the Subaru NSP discount, is retained.

Participation in alumni events.





## ***Part VII***      **Appendices**

### **Appendix A**              **Contacts**

Title                              Name                              E-mail Address              Telephone

Patrol Representative/Director: \_\_\_\_\_

Patrol Alumni Adviser: \_\_\_\_\_

Region Alumni Adviser: \_\_\_\_\_

Division Alumni Adviser: \_\_\_\_\_

National Alumni Adviser: \_\_\_\_\_

Alumni may also contact any relevant staff member by going to the contact list on the region, division, or NSP websites.





## Appendix B

## Alumni Membership Application Form



### National Ski Patrol Alumni Member

133 S. Van Gordon St., □ Suite 100 □ Lakewood, CO □ 80228  
Phone 303.988.1111 □ Fax 303.988.3005 □ Email [nsp@nsp.org](mailto:nsp@nsp.org)  
[www.nsp.org](http://www.nsp.org)

Name \_\_\_\_\_ NSP ID # \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ National Appt/LCA # \_\_\_\_\_

**If you wish to be affiliated with a patrol and listed on their secondary roster,  
please contact your patrol director/patrol representative,  
as this must be done online through the registration process.**

**As an NSP alumni, you will continue to receive many of the benefits of NSP membership  
including the *Ski Patrol Magazine*, *The Sweep* monthly electronic newsletter,  
and access to NSP logo wear and gear through the NSP *Winter Catalog*.**

***Fee:* Alumni dues are only \$27 annually, \$17 of which covers administrative costs.  
The remaining \$10 is returned to the division in which the alumni member is affiliated.**

**Please mail your check (made payable to: National Ski Patrol Systems, Inc.) with this form, to:**

**NATIONAL SKI PATROL ALUMNI MEMBERSHIP  
133 S. Van Gordon St., Suite 100  
Lakewood, CO 80228**



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# The Alumni Manual

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## *Credits*

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The National Ski Patrol, a nonprofit federally chartered organization, was founded in 1938 by Charles Minot “Minnie” Dole to promote safety in skiing and to provide ski area management with emergency care and rescue services to the skiing public.

Term usage: For the purpose of this document, the terms Alumni (singular) and Alumni Members (plural) are unisexual.