Candidate Information Guide

Welcome to the candidate stage for the Livingston County Sheriff’s Office, Mounted Division.

Mounted Division members are all volunteers. Even those that are full time certified police officers, regardless if they are employed by the Sheriff’s Office or any other law enforcement agency; this is a non-paid, volunteer position. Some of the functions that the Mounted Division participate in:

Horses:
- Parades
- Patrols
- Search & Rescue
- Crowd control situations

On Foot:
- Shop With A Cop
- Child Fingerprint ID program
- Assist Animal Control, when needed.

TRAINING
This is a weapon carrying position, so you will be given some police training and eventually be deputized with the department. You will have limited powers of arrest. Some of the training you will receive will include:

- First-aid
- CPR
- Firearms
- Freeze+P (pepper spray)
- Self defense
- Possibility of attending the Reserve Police Academy

MEMBER REQUIREMENTS
- Must be 21 years of age
- Must be a citizen of the United States
- Must have a high school diploma or equivalent
- Must submit to a fingerprinting and criminal history check

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Must have a good driving record.
Must not have been arrested for a felony or serious (assault) misdemeanor.
Must not have been dishonorably discharged from the military.
Must be in reasonable physical health and able to perform the duties of a Mounted member.
Must be able to devote the necessary time required to perform the duties of a Mounted member.
Must be able to respond to the Sheriff Department within 1 hour at normal driving speed.
Must be able to secure a CPL (Concealed Pistol License) to carry a weapon.

HORSE REQUIREMENTS
Must have or have access to a healthy horse at least 15 hands in height.
Horse must not be a stallion.
Horse and rider should be proportionate to one another.
Horse must be healthy, and well groomed.
You must have a current Coggins for each calendar year.
Horse must be vaccinated with a minimum four-in-one immunization.
Horse must pass qualification by the Evaluation Committee prior to being used in any detail or event, other than training.

EQUIPMENT REQUIREMENTS
Not provided by LCSO:
- Own horse transportation to and from all events, details, trainings and practices.
- Own your own weapon.
- Weapons must be a double action 9mm, 40 or 45 caliber semi-automatic weapons. Extended and laser sights are not allowed.
- Practice ammunition
- Black hornless saddle
- Bit
- Black Riding Breeches
- Black English tall boots (preferred) or Black half-chaps with black paddock boots.
- Practice ASTM helmet.
- You will receive a detailed list upon acceptance into the unit.

Provided by L.C.S.O.
- Uniforms and brass accessories.
- Badges
- Hats & Tactical Helmet

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Duty belt, with holster and leather.
- Duty ammunition
- Saddle pad & reflectors
- Bridle, reins and breast collar
- You will receive a detailed list upon acceptance into the unit.

**ATTENDANCE REQUIREMENTS**
A point system has been developed, not only to let you know what is expected of you, but for the department to gauge those that excel, as well as, those that are not performing.

**Mandatory functions:**
- All Call Outs from the Sheriff’s Office
- Department trainings for qualifications

**Required functions:**
- Monthly Meetings
- Horse training & practices
- Mounted Details/Events
- Foot Details/Events

**ACCEPTANCE PROCEDURE**
1. **APPLICANT STAGE**
   Your application will be reviewed by the committee. A brief informal meeting will be held with you and a committee member(s). This is an opportunity for you and committee member(s) to ask questions.

2. **BACKGROUND STAGE**
   A background check will be completed at the Sheriff’s office, by department employees.

Once you complete 1 & 2, you can advance through the Levels.

**LEVEL I**
Level I Expectation:
- Obtain a CPL
- Pass the Horse/Rider Evaluation
- Attend a Monthly Meeting

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LEVEL II
Preliminary Period
Once you have successfully completed Level I, prospective members are eligible to be voted in by the membership. Members will vote during the regular meeting. They can accept, decline or table the application until the next regular meeting. Items taken into consideration by the members for Level II acceptance include:

- Horsemanship skills
- Participation in the unit
- Participation in department supplied training
- Interaction with other mounted members, and members of the department
- Interaction with the general public.

Once you have been accepted by the membership, you will be placed on Probation.

Level II Expectations (One year from Deputized):

- Deputized
- Issued uniforms and equipment
- Participate in all uniformed details/events
- Participate in practices and trainings
- Attend Monthly General Membership Meetings
- Review and understand the LCSO Mounted Division Member Manual.
- Participate in Department trainings (CPR, First Aid, Freeze+P, etc...)
- Qualify your firearm with the Mounted Division Range Officer
- Maintain a level of professional appearance

LEVEL III
Once you have successfully completed all the training classes in Level II, no serious disciplinary notes are on file and the Sheriff or his representative are in agreement with the members, your probation will be lifted and you will be promoted to Level III status.

Level III Expectations:

- Continue acceptable participation in the unit
- Continue training as required by the department
- Eligible to attend the reserve police academy. Recommendations must be obtained by Mounted Division liaison, approval from the Sheriff or his representative, available funding in the training budget and members ability and availability to attend the academy.

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