

Explorers

1024.1 PURPOSE AND SCOPE

This policy establishes the guidelines for Town of Cheektowaga Police Department Explorers.

1024.2 POLICY

It is the policy of the Town of Cheektowaga Police Department to offer a program for Explorers to familiarize and prepare qualified individuals for a career in law enforcement. The Department shall ensure that those participating in the program are properly appointed, trained and supervised.

1024.3 RECRUITMENT, SELECTION AND APPOINTMENT

The Town of Cheektowaga Police Department shall endeavor to recruit and appoint only those applicants who meet the high ethical, moral and professional standards set forth by this department.

Applicants shall be required to meet and pass certain pre-appointment procedures as designated by the Chief of Police, Boy Scouts of America and Learning for Life.

1024.3.1 REQUIREMENTS

Individuals in the Explorer program shall:

- (a) Must be at least 14 years of age and not over 21 years of age.
- (b) Complete Learning for Life application from the Boy Scouts of America.
- (c) Maintain a minimum grade point average of 2.7 ("80" average) overall.
 - 1. Explorers enrolled in college shall complete at least six units of college course work per semester (or quarter equivalent).
- (d) Commit at least four hours of service per month.

1024.3.2 IDENTIFICATION

Explorers shall conform to all of the uniform regulation and appearance standards of this department.

Each Explorer will be provided two uniforms, which will meet the specifications described in the designated uniform and equipment specifications. The identification worn by uniformed Explorers shall be different and distinct from that worn by regular department personnel; it will include the designation "Explorer" on the uniform.

Explorers will be issued their Town of Cheektowaga Police Department identification cards, which must be carried at all times while on-duty. The Town of Cheektowaga Police Department identification card will be the standard identification card, with the exception that "Explorer" will be indicated on the card. Explorers shall be required to return any issued uniform or department property at the termination of service.

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1024.4 EXPLORER COORDINATOR

The Chief of Police shall delegate certain responsibilities to an Explorer coordinator. The Explorer coordinator shall be appointed by, and directly responsible to, the Patrol Captain or the authorized designee.

The responsibilities of the Explorer coordinator or the authorized designee include, but are not limited to:

- (a) Overseeing the Explorer program, including:
 - 1. Conducting Explorer program meetings.
 - 2. Monitoring the overall Explorer program activities.
- (b) Making individual Explorer assignments.
- (c) Maintaining and ensuring performance evaluations are completed.
- (d) Monitoring the Explorer training program.
- (e) Monitoring individual educational and job performance.
- (f) Maintaining a liaison with other agency Explorer program coordinators.

1024.4.1 EXPLORER ADVISERS

The Explorer coordinator may select individual officers to serve as advisers for the Explorer program. These officers will serve as mentors for each Explorer. Explorers will bring special requests, concerns and suggestions to their advisers for guidance or direction before contacting the Explorer coordinator. One adviser may be designated as the coordinator's assistant to lead scheduled meetings and training sessions. Multiple Explorers may be assigned to each adviser. Explorer advisers are not intended to circumvent the established chain of command.

1024.4.2 COMMITTEE MEMBERS

Civilians selected by the Explorer Coordinator and/or Explorer Advisers to assist the Explorer program.

1024.4.3 EXPLORER MEETINGS

All Explorer meetings will be scheduled and conducted by the Explorer coordinator. All Explorers are required to attend. Any absences must be satisfactorily explained to the Explorer coordinator.

1024.4.4 EMERGENCY CALLOUT

The Explorer coordinator shall develop a plan outlining an emergency callout procedure.

1024.5 ORIENTATION AND TRAINING

Explorers will receive an orientation of the Department and its facilities. Training will be conducted in compliance with designated Department Explorer training guidelines set forth by Boy Scouts of America and Learning for Life. Training sessions will be scheduled to instruct and to prepare Explorers to compete successfully in a police officer selection process and academy training. All Explorer training will focus on improving job performance, as well as preparation to become a

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police officer. This course work will also offer an opportunity for Explorers to receive continuous feedback regarding their progress in the Explorer program.

1024.5.1 EXPLORER TRAINING MATERIALS

Each new Explorer will be issued Explorer training materials. The Explorer training materials are an outline of the subject matter and/or skills necessary to properly function as an Explorer with the Town of Cheektowaga Police Department. The Explorer shall become knowledgeable of the subject matter. He/she shall also become proficient with those skills as set forth in the Explorer training materials.

1024.6 RIDE-ALONGS

All Explorers are authorized to participate in department ride-alongs on their own time and as approved by the Explorer program coordinator or Explorer adviser and the appropriate Watch Commander. Applicable waivers must be signed in advance of the ride-along. Explorers shall wear their uniforms while on a ride-along.

1024.7 SUPERVISION

All Explorers shall be under the direct supervision of a member of the Department or the authorized designee. Explorers shall never supervise regular department personnel.

1024.8 RULES AND REGULATIONS

Refer to Department Explorer Post Rules and Regulations for Explorer procedures.