

**APPLICATION PACKET
POLICE CADET PROGRAM**

**Milwaukie Police Department
3200 SE Harrison Street
Milwaukie, Oregon 97222
Phone: 503-786-7400**

To whom it may concern:

I respectfully request and authorize you to furnish the Milwaukie Police Department with any and all information that you may have concerning me, my employment (work) and educational records, my reputation, and my financial and credit status. Please include any and all medical, physical and mental records and report, including all information of a confidential or privileged nature, including photocopies of same, if possible. Your cooperation in this reply will be used to assist the Milwaukie Police Department in determining my qualifications and fitness for the position I am seeking with the Milwaukie Police Department.

I hereby release you, your organization and others from any liability or damage that may result from furnishing the information requested.

Applicant's signature

Date

I hereby authorize the release of my Military Service Records (including medical, physical, and mental records and reports) to the Milwaukie Police Department, Milwaukie, Oregon.

Date:

Signature

Service Number

Subscribed and Sworn to before me on this _____ day of _____, 20 _____.

Notary Public for State of Oregon

Note: A photocopy of this request shall be for all intents and purposes as valid as the original. You may request this form for your files.

Milwaukie Police Department Police Cadet Program

Thank you for your interest in the Milwaukie Police Cadet Program! The Milwaukie Police Department is seeking individuals that are capable of consistent, reliable, and professional behavior. The following information is provided to help guide those interested in the volunteer position of police cadet:

What exactly is a police cadet?

A Police Cadet is a non-paid, volunteer position available to qualified persons 15 to 21 years of age. Much like an apprentice, cadets learn about law enforcement by observing police procedures. Sponsored by the Milwaukie Police Department, cadets participate in police training and ride with sworn police officers on patrol.

Cadets attend monthly meetings and training sessions teaching high school-age students and young adults about functions performed by law enforcement officers. Cadets wear a uniform when performing police-related functions. Their duties include assisting the Milwaukie Police Department in a number of public relations areas.

What does a police cadet do?

Cadets ride on patrol with police officers, mainly as observers. They see how officers deal with a variety of situations, such as traffic accidents, drunken drivers, investigating domestic violence, assaults, burglaries, and thefts.

Cadets also perform duties such as directing traffic at accident scenes, and assisting with security details at City of Milwaukie functions, i.e. parade and sports activities. They also assist with paperwork details during municipal court; perform vacation checks for citizens in the community; interact with children during volunteer school functions; and may be asked to assist with security at crime scenes; and transport needed equipment.

Is a cadet an acting police officer?

Under NO circumstance is a Milwaukie Cadet allowed to perform the duties of a certified police officer. Cadets have NO authority or police powers – they are to be considered guests of the police department. At no time are cadets allowed to make arrests, issue citations, or confront persons suspected of criminal behavior. Cadets DO NOT carry firearms. They are trained and provided with self-defense impact and chemical weapons.

Cadets are public relations representatives for the City of Milwaukie. They are expected to “set a good example” for other students and young adults, while learning more about their community.

What are minimum qualifications required to be accepted as a Milwaukie Police Cadet?

- Applicants must be between 16 and 20 years of age.
- Any person attending high school must maintain a minimum grade point average of 2.5. (You may not have a failing grade in any class.)
- Applicants cannot have a criminal history, or juvenile criminal history. (No convictions or arrests.)
- Applicants must have a valid driver's license and a good driving record. The applicant must maintain a good driving record. Any driving crime, or suspension of any kind is an automatic disqualification. (It is expected they will follow Oregon Department of Motor Vehicles rules and regulations related to their 'provisional' driver's licenses; i.e. driving hours and authorized passengers, etc.)
- Any applicant under 18 years of age must have a signed consent form from a legal guardian allowing the applicant to participate in the program.
- The applicant must be free of any serious physical or mental defect or impairment that would prevent active participation in the program.

Are there additional rules and requirements once an applicant has been accepted as a Milwaukie Police Cadet?

Yes. There is a list of General Orders, Protocols and Procedures that must be followed. Any violation of these rules can lead to suspension or termination from the program. In addition to the Cadet Post rules, each cadet must obey all General Orders and Procedures required of the Milwaukie Police Officers (those that are applicable.)

Attendance is also monitored. Cadets are expected to attend all required meetings and training sessions. A minimum of 16 hours a month of volunteer time is required. (Cadets who have work or school related commitments are excused from this requirement under authorized circumstances, determined by the Post advisors.)

Members of the Milwaukie Police Cadet Post will obey all applicable laws, statutes, or ordinances.

Violations of any law or rule are subject to termination and/or criminal prosecution.

Advisors monitor cadets' behavior during training sessions, special details, as well as when 'off duty'. We expect Milwaukie Police Cadets to behave at all times in a manner that reflects positively on the Milwaukie Police Department. Their behavior as individuals in school, in public places, and during their 'personal' time is subject to scrutiny and evaluation.

Milwaukie Police Cadets are held to a higher standard than ordinary young adults due to the nature of the position.

A thorough background is performed on each cadet candidate prior to acceptance. School performance checks continue through graduation from high school to ensure the minimum grade point average requirements are met. Driving records are also checked periodically.

What if a parent has questions about the safety of the program?

On occasion a parent has been hesitant to allow his or her teenager to become a cadet fearing it might place the teen in a dangerous situation.

When a cadet rides with police officers on patrol, they are limited to observing potentially high-risk incidents from a safe distance. A cadet's experience is much like that of a 'citizen rider.' (Many citizens come out on 'ride-alongs' with the police department.)

A cadet would not be allowed in situations that may place him/her at an unreasonable risk of injury, such as burglaries, fights, or robberies.

However, parents and applicants should be aware there is no guarantee an accident could not occur. Cadets are passengers in automobiles. Cadets assist at auto crash scenes by directing traffic. Milwaukie Police Cadets are trained to recognize and avoid situations that may place them in danger.

We encourage parents and interested applicants to attend meetings and training sessions to observe the education and experiences cadets are offered.

What costs are involved in becoming a Milwaukie Police Cadet?

Cadets must purchase a portion of their own uniforms. Used equipment is provided for cadets, but is entirely dependent on availability. Cadets also sponsor periodic fundraisers. From these proceeds, cadets can purchase needed supplies. The cadet will be responsible for supplying any items not already provided. Costs may range between \$50 and \$200.

Police Cadets are covered under the City of Milwaukie medical insurance in any case of any duty-related injury sustained while performing the functions of a police cadet.

What kind of training does a cadet receive?

By the end of the first year as a cadet, each person will be required to attend a cadet academy. This usually consists of 12 consecutive Saturdays (8 hour blocks of study). The cadet **MUST** pass the academy to maintain his/her status as a cadet. Police cadets must also attend monthly meetings (usually one or two evening meetings each month) in addition to occasional weekend training seminars. Those who wish to participate in the annual Law Enforcement Competition will be required to attend additional scheduled training during the summer months.

Examples of training include an overview of the judicial system, crime definitions, police patrol tactics, self-defense, interview techniques, public relations, firearms safety and proficiency, basic first-aid and CPR, hazardous materials, emergency vehicle operations, crime scene analysis, among other topics of study.

For what purpose do cadets use this training?

Many persons involved in the Milwaukie Cadet Post say the training they have received helped bolster their confidence, helped them become more goal-oriented, and showed them how to work closely with others, promoting personal growth as well as building leadership skills.

Annually cadets are invited to compete in cadet law-enforcement tournaments for trophies and awards at local, state, regional, and national competitions. Through these events they meet other cadets from various police agencies in Oregon. Practice scenarios place cadets in the middle of realistic crime scenes, high-risk traffic stops, court trial testimony, domestic disturbances, building searches, foot-pursuits, precision driving course, and high-score firearms competitions.

After reading the minimum qualifications and expectations of police cadets in our program, please evaluate if your interest and our criteria are a good match. If so, carefully read the enclosed Application for Consideration. Directions must be followed, and each form must be fully completed. Thank you for your interest.

**Milwaukie Police Cadet Program
Application for Consideration**

NAME: _____ **PHONE #** _____
CELLULAR _____

ADDRESS: _____

CITY/STATE/ZIP _____

DATE OF BIRTH: _____ **PLACE OF BIRTH:** _____

SOCIAL SECURITY#: _____

DRIVER'S LICENSE NUMBER: _____

FAMILY INFORMATION

Mother's Name: _____ **Date of Birth:** _____
Address: _____ **City/State/Zip:** _____
Home Phone _____ **Work Phone** _____

Father's Name: _____ **Date of Birth:** _____
Address: _____ **City/State/Zip:** _____
Home Phone _____ **Work Phone** _____

EDUCATION:

HIGH SCHOOL: _____ **GRADUATED: YES / NO**
ADDRESS: _____ **CITY/STATE/ZIP** _____
COUNSELOR: _____ **PHONE** _____
G.P.A. (3.0 minimum required) _____

COLLEGE: _____ **GRADUATED: YES / NO**
ADDRESS: _____ **CITY/STATE/ZIP** _____
TEACHER OR COUNSELOR _____ **PHONE:** _____

**MILWAUKIE POLICE DEPARTMENT
PARENTAL CONSENT
WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT FOR
POLICE CADET RIDE-A-LONG WITH POLICE
AND OTHER POLICE AUTHORIZED ACTIVITIES**

The undersigned, being the parents/guardians of _____,
A minor under the age of eighteen (18), do hereby request that the Milwaukie Police Department
grant permission for the above named minor to participate as a law enforcement police cadet in the
City of Milwaukie, which will include ride-a-longs with the police department in a police vehicle, riding
in a police vehicle for non-patrol functions with other qualified cadet drivers, and/or other
department personnel.

I fully realize and appreciate the possibility that situations, including motor vehicle accidents, may
arise which might result in my child being exposed to the danger of physical harm, injury, or death. I,
nevertheless, freely and voluntarily accept these risks. I further understand that participating, as a
law enforcement cadet is strictly voluntary.

I further agree to waive liability against the City of Milwaukie, its police officers, mayor, council
members, employees and agents harmless from any and all liability to the above named minor and
to me for personal injury or property damage, whether proximate, remote, or sustained as a result of
participating as a law enforcement cadet, during ride-a-longs or other cadet activities.

This form will be kept on file for a least one year, beginning upon selection and appointment as a
Milwaukie Police Cadet, and signed again at the beginning of each year until the above named minor
child reaches the age of eighteen (18).

The city recommends that this consent form be reviewed by an attorney prior to being signed.

SIGNED: _____ **DATE:** _____
(parent/guardian)

PRINTED NAME: _____

MINOR'S NAME: _____

ADDRESS: _____

MINOR'S SIGNATURE: _____ **DATE:** _____

EMPLOYEMENT:

List the last four employers starting with the most recent or present employer:

- | | |
|--------------------|----------------------------|
| 1. EMPLOYER: _____ | PHONE: _____ |
| ADDRESS: _____ | CITY/STATE/ZIP _____ |
| SUPERVISOR: _____ | TO/FROM (MONTH-YEAR) _____ |
| 2. EMPLOYER: _____ | PHONE: _____ |
| ADDRESS: _____ | CITY/STATE/ZIP _____ |
| SUPERVISOR: _____ | TO/FROM (MONTH-YEAR) _____ |
| 3. EMPLOYER: _____ | PHONE: _____ |
| ADDRESS: _____ | CITY/STATE/ZIP _____ |
| SUPERVISOR: _____ | TO/FROM(MONTHYEAR) _____ |
| 4. EMPLOYER: _____ | PHONE: _____ |
| ADDRESS: _____ | CITY/STATE/ZIP _____ |
| SUPERVISOR: _____ | TO/FROM (MONTH-YEAR) _____ |

ANY COMMUNITY SERVICE/VOLUNTEER ORGANIZATIONS TO WHICH YOU BELONG, OR EXAMPLES OF COMMUNITY SERVICE YOU HAVE PERFORMED:

EXTRACURRICULAR ACTIVITIES YOU CURRENTLY ATTEND: (such as sports, music, speech, dance, etc.)

ATTACHMENTS REQUESTED:

PLEASE INCLUDE LETTERS OF RECOMMENDATION FROM PERSONS OUTSIDE YOUR FAMILY. THESE CAN BE FROM TEACHERS, EMPLOYERS, ORGANIZATION LEADERS (VOLUNTEER PROGRAMS, CHURCH, ETC.) INCLUDE THESE AS ATTACHMENTS WHEN RETURNING YOUR APPLICATION.

ESSAY PORTION OF APPLICATION:

ON A SEPARATE SHEET OF PAPER (HAND-PRINTED, OR TYPED) COMPLETE THE FOLLOWING QUESTIONS. INCLUDE YOUR FINISHED ESSAYS WITH YOUR APPLICATION PACKET.

- 1). Explain why you would like to be a member of the Milwaukie Police Cadet Program.**

- 2). What useful traits or benefits would you bring to our program?**

- 3). As a role model for others your own age, what characteristics do you personally believe a Police Cadet should possess? Do you think your actions (within the limits of your position) might affect others around you? If so, how?**

STUDY THE FOLLOWING METAPHOR:

“PEOPLE WHO LIVE IN GLASS HOUSES SHOULDN’T THROW STONES.”

- 4). Explain what you think this particular metaphor means.**