****

**Hope on Horseback**

**Horse Leader Certification Process**

**Leader:** a person trained in handling horses during class.

**Leader-in-Training:**a person who has been a side-walker for two 5-week sessions, has participated in 4 leader training workshops and is certified able to “practice” leading BEFORE and AFTER class and occasionally during class per instructor.

**Step One:** Become a Leader-in-Training (LIT)

1. Complete twenty documented 40-minute classes of side-walking.

             See back page for record keeping and documentation.

1. Complete 4 documented Leader Training (LT) workshops.

                      See back page for documentation.

**Step Two:** Leader-in-Training Experience

1. Meet the above requirements.
2. Participate in at least one 5-week session as a leader-in-training. Must lead before, after or in class to practice skills and to gain experience leading, getting to know the individual horses and working with the herd.
3. It is the responsibility of the leader candidate to have the instructor sign documentation form each time.

*This process may take longer for some people depending on their equine skills.*

**Step Three:** Achieve Leader Certification

1. Meet the above requirements.
2. Attend a Certification Workshop
3. Pass 15 competency requirements.
4. MANDATORY participation in 2 Leader refresher Trainings yearly

*Please print:*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Texting permitted? Yes \_\_\_ No \_\_\_

Volunteer Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_LIT Start Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Leader Competency List**

*Leader Candidates will continue to gain experience as a Leader-in-training until*

*all categories have been completed and signed off by an instructor.*

\_\_Is calm and confident around horses.

\_\_Can groom and tack efficiently.

\_\_Accepts constructive criticism well and applies to tasks.

\_\_Ask questions to clarify information.

\_\_Leads horse from between the ears and shoulder.

\_\_Uses good body language to communicate with the horse.

\_\_**Observes horse’s ears and eyes during class** to “read” horse’s energy.

\_\_Is able to adjust personal energy to affect horses’ energy.

\_\_During “whoa” and mounting, leader stands slightly to the side of and facing the

 horse.

\_\_Knows how to increase and decrease horse’s energy using body language, aids and

 words.

\_\_Understands gaits: walk, trot, and whoa.

\_\_Knows how to ask horse to transition between whoa, walk, trot, walk and whoa,

 using body language, verbally and with aids.

\_\_Can back a horse up at least 5 steps using body language, light pressure and words.

\_\_Pays attention to instructor before, during and after class.

\_\_Follows directions.

\_\_Is professional with focus on horse/surroundings at all times to keep horse controlled

 and safe for rider and side-walkers.

\_\_**Does not chat with ride**r during ACTIVE class (permitted prior/after)

\_\_Communicates with side-walkers during class for safety. Example: loosen reins stop

 bouncing, etc.

\_\_Is aware of the horse, horse’s body and behaviors.

\_\_Keeps at **LEAST one large horse distance** between their horse and other horses at all

 times.

\_\_Communicates with side-walkers regarding possible rider issues.

\_\_ALLOWS**RIDER TO CONTROL** the horse to the BEST of their ABILITY.

\_\_Keeps horse safe and in control at all times (in the arena, in their stalls, at the

 mounting block, etc).

**Leader Training Competency Workshops dates will be announced.**

*I understand that it is MY responsibility to practice all competency skills and ask questions if not clear on a topic. Additionally, I understand that it is also my responsibility to sign up for the Mandatory Leader Training Workshops.*

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

It will be **MANDATORY** for ALL current certified leaders to**participate in 2 Leader Training Workshops YEARLY** to retain Leader status.

***Training LOG must be filled out and verified by an instructor.***

**Leader-in-Training Log**

**Please Log:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Time In** | **Time Out** | **Activity** | **Instructor** |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Side-walker |  |
|  |  |  | Leader Training |  |
|  |  |  | Leader Training |  |
|  |  |  | Leader Training |  |
|  |  |  | Leader Training |  |
|  |  |  | LIT experience |  |
|  |  |  | LIT experience |  |
|  |  |  | LIT experience |  |
|  |  |  | LIT experience |  |
|  |  |  | LIT experience |  |
|  |  |  | Scoring Workshop |  |
|  |  |  | Mandatory Review of Skills |  |
|  |  |  | Mandatory Review of Skills |  |

Comments (please print):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_