

JTP Intro Packet



**HORSE
MANAGEMENT
ORGANIZER**

MOUSE TERSTEGGE

MidCalHMO@hotmail.com

(925) 957-0995

103 Tara Road • Orinda • CA 94563



Welcome to the Mid Cal HM Team!

You are about to begin a new adventure. One that has the potential to effect long-lasting positive changes in the children and adults you will work with. I'm very glad to have you join us!

Horse Management (HM) is one of the largest and most far-reaching programs in the United States Pony Club. A fundamental component of the program is the cadre of HM Judges (HMJs) who work at rallies. Because of the nature of rallies-an often tense, competitive setting in which the HMJs work closely with the children and horses-it is vital for the HMJs to receive comprehensive training, both during rally and outside the pressure of the rally. Because of this need for training, the Mid Cal Judge Training Program (JTP) was created.

Those who take part in this program will be challenged mentally, physically, and emotionally. Becoming an HMJ is not easy, nor should it be...we who would be both teacher and judge are entrusted with young hearts and minds. In order to experience this program to its fullest, you need to be prepared for the diverse aspects of the job. You don't need a vast deal of horse knowledge in order to begin...just a warm heart for kids and horses, with a willingness to grow & learn.

Sincerely,

Mouse Terstegge, Mid Cal HMO

JTP Flow Chart

New Trainee

Receive JTP Intro Packet
Attend 1st JTP and 1st Rally
Complete Training of J1 Skills
Demonstrate J1 Skills

J1

- J1 Skills**
- Overall Rally Schedule
 - Briefing
 - 1st Check – Set Up & Safety
 - Required Equipment
 - Barns/Dailies

All Levels
All levels will work on learning & teaching Helmet Check, Vest Fitting, P.R.E.P. (Pre-Rally Expectations & Preparation), W.A.R. (Working At Rally), and Tracking Progress & Setting Goals.

Attend 2nd JTP and 2nd Rally
Complete Training of J2 Skills
Demonstrate J2 Skills

J2

- J2 Skills**
- Warm Up
 - Scribing for Formals
 - Scribing for Safeties
 - Turn Backs
 - Office Work
 - Vet Box

Receive JTP Binder
Attend 3rd JTP and 3rd & 4th Rallies
Complete Training of J3 Skills
Demonstrate J3 Skills

Jr. J3

Assistant HMJ (J3)

- J3 Skills**
- Jog Out
 - Horse Meds
 - Formals
 - Safeties
 - Longeing
 - Bandaging
 - End of Day Briefing
 - Rally Close

Pony Clubber over 16 years old

Graduated Pony Clubber

Adult over 21 years old

Materials Needed for Judging

Necessary:

- Appropriate Footwear
- Khaki Pants (particularly for formals day)
- Current HM Handbook and Rules for Competition (including any Addenda)
- Discipline Rule Books (including any Addenda)
- Note Pad & Pencil
- Sense of Humor

Recommended:

- Hat
- Sunglasses
- Sunscreen
- Lip Balm
- Water Bottle

(There are many more useful items...feel free to add to this list!)

Expectations

1. You like children and horses, and want to work with them.
2. You are committed to the TEAM for each activity in which you participate. No matter the size of your particular job, you and the job are essential to the efforts of the team. When you agree to attend an activity (rally, JTP session, or otherwise) you need to show up!
3. You are willing & able to learn and grow.
4. You are committed to pursuing continuing education in HM issues, through Pony Club activities and outside sources.
5. You are committed to preparing yourself for each rally at which you serve.

JTP Self Eval

This self eval is to help you to identify the traits and skills of a good AHMJ, and to identify your own strengths and weaknesses. Please answer the questions with numbers based on a scale of 1-10, with 10 being the highest.

1. Familiarity with USPC Standards of Proficiency		23. Appropriately dressed	
2. Willing & eager to work with young people		24. Have necessary equipment	
3. Ability to teach to the level of the child (keep it simple)		25. Flexibility	
4. Receptivity to PCer point of view		26. Encourage participation	
5. Listen to PCer reasoning		27. CSAL (commonsenseandlogic)	
6. Always give reasons for new ideas or suggestions		28. Aware of & follow good, sound safety practices	
7. Tolerant & open-minded re: breeds & equipment (both type & use)		29. Willing to admit to not knowing the answer, & go and find out	
8. Understand children		30. Prepared	
9. Strong base of equine knowledge (ultimately at least as strong as C3 level)		31. Committed to continuing your education, & practicing already learned skills, as well as new ones	
10. Know thoroughly the HM Handbook & Discipline Rules		32. Ready to work hard	
11. Competent to not only judge each level, but teach each level		33. Business-like	
12. Excellent people skills		34. Endurance	
13. Thorough understanding of rally setting			
14. Ability to accept that competitors' experience is often less than your own			
15. Completely fair			
16. Consistent			
17. Compassionate			
18. Sense of humor			
19. Sense of purpose (high, but realistic goals)			
20. Use positive tone in teaching			
21. Interact & participate w/PCers			
22. Prompt			

Rally Schedule

- A. Meet Chief and participate in Judge Briefing
 - 1. Page 9, Section 4, Letter C
- B. Arrival & Set Up
 - 1. Assist, teach Easy Setup Order (see bottom of rally schedule), educate parents
 - 2. Page 27, Sections 3 & 4
- C. Briefing
 - 1. Page 9, Section 4, Letter D
- D. Helmet Checks
 - 1. Pages 12 & 13, Section 5
 - 2. Page 33, section 22, letter B
- E. 1st check
 - 1. Score Sheet – page 62
 - 2. Stall Card – page 28, Section 8/pages 101 & 102
 - 3. Halters & Leads – page 29, Sections 9 & 10
- F. RE
 - 1. Score Sheet – pages 63-66
 - 2. Page 32, Section 19
- G. Feed
 - 1. Page 30, Section 13
- H. Barn Close
 - 1. Page 39, Section 36
- I. Barn Open & Morning Feeding
- J. Barns (Dailies)
 - 1. Score Sheet – pages 73 & 74
 - 2. Page 27, section 1, paragraph 2
 - 3. Page 29, sections 11 & 12
 - 4. Page 31, section 17
 - 5. Page 32, section 21
- K. Jog Out
 - 1. Score Sheet
 - a) (First Check) page 62
 - b) (Daily) pages 73-74
 - 2. Page 37, Sections 29, 30, & 31
 - 3. Page 55, Letter D
- L. Formals
 - 1. Score Sheets – pages 67-72
 - 2. Page 14, section 7
 - 3. Page 33 & 36, Sections 22, 23, 24, 25, & 26
 - 4. Page 55, Letter E
 - 5. Braiding – page 36, section 24
- M. Longeing
 - 1. Page 32, Section 20

- N. Warm up *(as of 2004, HM staff is no longer mandatory at warm up, but you may be asked to be present)*
 - 1. Page 33, Section 22
- O. Turnbacks
 - 1. Work Sheet – page 78
 - 2. Pages 14 & 15, section 9
 - 3. Page 38, section 34
- P. Bandage Checks
- Q. Safeties
 - 1. Worksheet – page 79
 - 2. Page 14, section 8
 - 3. Page 37, section 28
 - 4. Vest Fitting - pages 13 & 14, section 6
- R. Cross Country Vet Box
 - 1. Score Sheet – page 75
 - 2. Work Sheet – page 76
 - 3. Page 15, section 10
 - 4. Page 22, section 3, letter B
 - 5. Page 38, section 33
- S. Score posting, Inquiries, etc.
 - 1. Page 39, section 35
 - 2. Page 54, letter C
- T. Tackroom Teardown & Leave
 - 1. Page 28, section 5

Easy Set Up Order

- Team comes prepared with one water bucket & stall card for each horse ready to be put up immediately upon arrival.
- Riders walk horses while Stable Manager prepares first stall.
 - check for dangerous items, put down bedding, put up one water bucket, attach stall card
- First horse is stabled.
- Stable Manager & First Rider each work on a stall.
- Second & Third horses are stabled.
- Stable Manager prepares last stall while First, Second, and Third Riders start unloading equipment, allowing parents to help with heavy equipment only.
- Last horse is stabled.
- Whole team puts equipment in tack room.
 - Stable Manager deals with team equipment
 - Riders deal with their personal equipment
- Second buckets are placed in stalls.
- Ready to Rally!

Barns

Training Sheet for J1
(A subset of the Daily Sheet #4A)

1. Stall door secure
2. Water buckets full
3. Stall clean
4. Sufficient bedding
5. Halter & lead okay
6. Aisle tidy
7. Feed door shut
8. Tackroom tidy
9. Competitor attire
10. Business-like