

Poway Resource Rides

Purpose: Our role as VSPs requires attention to detail and following set procedures and laws. Over time and as we age, our memory and skill can fade. This natural process could be an issue in our position. Fortunately, we maintain a proficient group of Trainers who can help us keep our skills fresh.

The Poway VSP team has a program to identify if reminders or more information may be needed to keep our skills sharp. All VSPs will ride with a Trainer once a year, and work with each of us to sharpen our skills. These patrols will be scheduled annually within two years of their hire date. Each of us can then take action (such as reviewing the Patrol Guide) to refresh our knowledge.

Process:

- Develop a calendar indicating which individuals will be partnered with a Trainer each month. This will be that person's assigned month unless absences require a change. Any new recruits will be assessed as determined by the Trainer team after their official training is completed to identify those new VSPs who would benefit from additional Trainer shifts.
- The Scheduling Team will ensure that a Trainer is scheduled with the individual. These rides will be scheduled in Poway to take advantage of more frequent traffic control and YANA experiences. For VSPs who do not often patrol in Poway, the shift can start at 0800 if desired. Poway-specific items, such as knowing the location of files etc., can be checked as "N/A".
- A designated individual on the Training team will notify each individual, with a copy to their scheduled Trainer, that their ride is scheduled. The form is attached to the message. The e-mail can be worded as such:
 - Subject: Resource Ride
 - Hello. Thank you for participating in this annual review to keep your skills sharp. Your patrol has been scheduled with (name of Trainer). The form is attached for your review. If there are any items you would like the Trainer to focus on, please let them know before the patrol. Your Trainer will fill out the form during the patrol and answer any questions you may have. You can have a copy of the completed form if you like.
- Completed forms are filed in the Administrator's mailbox and discussed during Trainers meetings. If the rating does not include any follow-up comments, the form is filed in their personnel folder. If follow-up is needed, such as another Trainer patrol or a phone call/face-to-face meeting, the Administrator will initiate that action and document appropriately.