



**Maryland Department of State Police**  
2023 Leadership & Career Development Seminar



**APPLICATION GUIDELINES**

Objective: To provide young adults with the opportunity to explore the many facets of a career in law enforcement and a career in our many civilian disciplines. Attendees will be exposed to various training workshops geared toward developing a greater understanding of law enforcement as well as leadership, character development and life skills. The program will include both classroom lectures and practical exercises.

Training Curriculum:

Maryland Department of State Police History  
Leadership / Team Building  
Emergency Dispatcher / Communications  
Defensive Tactics and Physical Skills  
Firearms – Responsible Firearms Ownership  
Arson and Explosives Investigations  
Crime Scenes and Forensic Sciences  
Criminal Intelligence (Crime Data Analytics)  
Medical Emergencies Troopers Encounter  
Emergency Vehicle Operations  
The Road to Becoming Maryland’s Finest

Attendees will be given the opportunity to participate in the Functional Fitness Assessment Test (FFAT). This test measures the level of fitness and physical preparedness for the Maryland Department of State Police Academy. It is designed to test your aerobic and anaerobic fitness.

You will be evaluated based on a standardized set of criteria. The standards are as follows:

- **Push-Ups:** eighteen (18) in one minute
- **Sit-Ups:** twenty-seven (27) in one minute
- **Flexibility:** approximately 1.5 inches beyond toes (while seated)
- **1.5 Mile Run:** maximum time of 15 minutes and 20 seconds (15:20)

**When:** Friday, August 4, 2023 – Sunday, August 6, 2023

**Where:** Maryland Department of State Police Training Academy, 6852 4<sup>th</sup> Street, Sykesville, MD 21784

**Cost:** The program is FREE for all participants. Transportation to the Maryland Department of State Police Training Academy, meals and overnight accommodations will be provided.

**Eligibility:**

1. Applicants must be high school juniors, seniors or in-coming college freshmen.
2. To be eligible, applicants must attend a high school in the State of Maryland.
3. The applicant must have a standard 2.5 grade point average or equivalent.



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**Application Requirements:**

1. Applicants must submit the following:
  - Completed on-line application;
  - Electronic self-portrait;
  - Transcript with GPA;
  - Personal statement (**maximum of one (1) page, typed, double spaced, Arial or Times New Roman, 12 pt. font**);
  - ONE of the following:
    - Essay (**maximum of two (2) pages, typed, double-spaced, Arial or Times New Roman 12 pt. font.**)
    - **OR a two-minute video submission.**
  - Two (2) letters of recommendation: at least one from a teacher or school official written on official letterhead. Emails are acceptable; however, they must be sent via government or school email with contact information included. **Letters and emails should be typed and addressed to the Maryland Department of State Police;**
2. The entire application package is **computer generated**. Each of the below requested items can be uploaded to the application for submission.
3. An electronic self-portrait (Selfie - to be used for an identification card).
4. Official transcript with GPA is preferred; however, a recent report card is acceptable. The applicant must have a standard grade point average of 2.5 or the equivalent.
5. Applicants who elect to submit a video presentation should upload the video to YouTube and provide the link/URL in the Essay portion of the application.
6. Letters of recommendation should not be from family members but instead be from a neighbor, church member, youth group leader etc.

To be considered for participation in the 2023 Leadership & Career Development Seminar, applicants must complete an application packet and submit all required documents to the Maryland Department of State Police by **midnight (EST) July 3, 2023**. Applications received after the timestamp of 12:00 am (EST) on **July 3<sup>rd</sup>** will not be considered.

**\*Applicants experiencing difficulties with completing the application electronically may contact Lieutenant Kimberly Smith at 410-653-4216. Further instructions and assistance will be provided.**

**Selection:** Applicants selected for participation in the 2023 Leadership & Career Development Seminar will be notified via email by July 10, 2023. A selection packet will be provided at that time with additional information and instructions.

Questions regarding the 2023 Leadership & Career Development Seminar and the application process may be directed to [msp.youthprograms@maryland.gov](mailto:msp.youthprograms@maryland.gov).



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**PERSONAL STATEMENT**

**(Maximum of 1- page typed, double-spaced, Arial or Times New Roman, 12 pt. font)**

We want to know about you! Scores will be based on content, style, and presentation.

75% Content-

Consider addressing the following elements in a clearly expressed personal statement:

- Academic skills
- Current motivations and future aspirations
- Personal skills and qualities
- Work experience
- Community service activities
- Extracurricular activities
- Awards and honors

25% Style and Presentation-

- Does your writing indicate an ability to communicate well?
- Is there creativity and enjoyment in your use of words?
- Is your writing clear and error-free?

**ESSAY**

**(Maximum of 2-pages, typed, double-spaced, Arial or Times New Roman, 12 pt. font or a two-minute video submission)**

Applicants should respond to the following essay question:

*Leadership can be defined as a process of social influence, which maximizes the efforts of others to contribute towards the effectiveness and success of an organization to which they belong.*

*As a supporting member of a law enforcement agency, what impact can using strong leadership skills do for the agency and the communities they serve. What leadership style do you feel is most effective? Further, if chosen to participate in this seminar, what do you hope to learn?*

We want to know about you! Scores will be based on content, style, and presentation.

35% Content:

- Have you provided a clearly stated answer and explanation for the questions posed?

35% Position/Argument Support:

- Have you provided an organized argument supported by rationale, examples or evidence?



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2023 Leadership & Career Development Seminar



30% Style and Presentation-

- Does your writing indicate an ability to communicate well?
- Is there creativity and enjoyment in your use of words?
- Is your writing clear and error-free?

**Video Submission Criteria:**

35% Content-

- Have you provided a clearly stated answer and explanation to the questions posed?

35% Position/Argument Support-

- Have you provided an organized argument supported by rationale, examples or evidence?

30% Style and Presentation-

- Does your video presentation indicate an ability to communicate well?
- Is there creativity and enjoyment in your use of words?
- Is your video clearly visible and presentation error-free?

**LETTERS OF RECOMMENDATION**

Provide two separate letters (emails) of recommendation addressed to the Maryland Department of State Police:

One letter of recommendation must be from a teacher or school official written on official letterhead. An email is acceptable; however, it must be sent via government or school email with contact information included.

One letter of recommendation from any person of your choice (should not be a family member).



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2023 Leadership & Career Development Seminar



**CHECKLIST**

*This checklist is a guide to assist you in the submission of all required documents in the application packet*

- Signed electronic application
- Electronic self-portrait
- Official transcript preferred with GPA however, a recent report card is acceptable
- Personal Statement
- Essay (Or Video)
- Letter of Recommendation - from a teacher or school official
- Letter of Recommendation