

## Field Training Officer/First Line Supervision

October 23-27, 2017 • 8 a.m. – 5 p.m. (Some Evening Sessions)  
 Held at Mizzou North  
 115 Business Loop 70 West \* Room 148\*  
 Columbia, MO 65203  
 For more information, contact MorrillR@missouri.edu

### CONTINUING EDUCATION CREDIT

- *Interpersonal Perspectives (10 hours)*
- *Technical Studies (30 hours)*

**40 hours total**

This five-day program encompasses the San Jose, Calif., Field Training Officer Program, which is considered the model program in the nation by the University of Illinois Police Training Institute and the St. Louis County and Municipal Academy programs.

#### **Topics include the following:**

- Roles in supervision
- Communication and motivation
- Skills for success
- The primary responsibilities of supervision
- Knowing your people
- Observation and evaluation
- Principles of adult learning
- Managing critical incidents
- Civil liability
- Designing a training program
- Report editing
- The process of documentation

#### **Registration fee: \$400**

Registration is limited, so early registration is recommended. For additional information, please contact our office.

*affirmative action/equal opportunity institution*

### Field Training Officer/First Line Supervision

October 23-27, 2017 • Columbia, MO • \$400

Name:	Title:
Agency:	Agency phone:
Agency address:	
Social Security number:	Date of birth:
Home address:	
E-mail address:	Cell Phone:

<b>Payment type:</b> <i>(check one)</i>	Payment enclosed	Credit Card	Invoice department	Mail Payment before the start of class
	To pay with a credit card, please call the office			573-882-6021 once your registration form has been turned in
	Visa	MasterCard	Discover	Invoice means billing your department

Make checks payable to University of Missouri, and mail to: Law Enforcement Training Institute, 115 Business Loop 70 West, Columbia MO 65211. Full refunds will be accommodated up to five working days prior to seminars. Cancellations five business day before the start of class or no-shows will be subject to a 20-percent service charge regardless of payment type.