



Field Training Officer

Institute of Police Technology and Management (IPTM)

Using the San Jose Model as its core, this course features the legally defensible evaluation process that is being used in public safety agencies across the country and which has been adopted by the CALEA accreditation standards.

The benefits of the field training approach in employee selection will be identified and legally defensible standardized evaluation procedures will be instructed through discussion and practical exercises. You will learn about the FTO program structure, how to modify it, key elements and documentation. Remedial training action plans will be developed to address employee performance deficiencies.

The FTO program roles of the shift supervisor will be identified. We will provide you with the information you will need to create an FTO program from scratch or to make valuable improvements to an existing program.

Audience: Sworn law enforcement personnel who conduct on-the-job field training of newly hired recruit officers; shift sergeants and corporals responsible for the daily supervision of FTOs; watch commanders unfamiliar with FTO program processes; patrol managers; agency training officers; FTO program managers who have not attended the basic 40-hour *Field Training Officer* course or who have been away from FTO programs for more than five years

Topics include:

- Basic FTO program concepts
- Ethical issues
- Basic program forms
- Shift supervisor responsibilities
- The program structure
- The daily observation report
- Rating scale application
- Narrative evaluations
- How stress impacts trainee performance
- Adult learning
- Remedial Training and NRT
- Remedial Training Plans
- Legal issues
- Dealing with difficult trainees
- FTO and trainee interaction
- The training checklist

Class Dates:	May 7 – 11, 2012 (40 hour course)
Registration Deadline:	April 23, 2012
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Location:	Louisiana State Police Training Academy Building A Classroom 3 7901 Independence Blvd Baton Rouge, La. 70806
Parking:	Student parking is in the front of building A or building D
Training Hours:	8:00 AM to 4:30 PM
Course Fees:	\$695 – Register here: http://www.iptm.org/Descriptions1.aspx?CourseNumber=025105
Recommended Dress:	Casual
On Site Lodging:	Lodging cost is \$33 per night. For room reservations or more information, please contact Kimberly Payne at lsplodging@dps.la.gov .
Meals:	There is an on-site cafeteria for breakfast and lunch or there are several options near the Training Academy
Airport:	The Baton Rouge Metro airport is approximately 10 miles north of the Training Academy
Questions:	If you have questions, or need more information, please e-mail ST Jon Tircuit at jon.tircuit@dps.la.gov or call 225-925-3710
Contact Person:	Candice Leek C1leek@aol.com 904.620.4786