



# MISSOURI SHERIFFS' ASSOCIATION

*Serving Missouri Justice Since 1945*

## DATE

October 30, 31, November 1, 2, 2023  
8:00AM – 5:00PM  
(Ends at noon Nov. 2)

## LOCATION

Clay County Sheriff's Office  
12 S. Water St,  
Liberty, MO 64068

## COST

Contracted Agencies: \$175  
Non-Contracted Agencies: \$350

## DEADLINE

October 11, 2023  
*Pre-registration is required.*

Students are responsible for all lodging, meals, and transportation

## REGISTRATION

On-line registration preferred  
[www.mosheriffs.com/training-calendar](http://www.mosheriffs.com/training-calendar)

For those who do not register on line, email registration form to:  
[gina@mosheriffs.com](mailto:gina@mosheriffs.com)

## Field Training Officer Course Post #10029

Field Training Officers have significant additional responsibilities over and above their law enforcement duties. Not only are they responsible for the performance of general law enforcement duties, they are also responsible for guiding recruits through a comprehensive curriculum that requires the blending of knowledge, skills, and abilities, as well as the good judgment of when, where, and how to apply them.

This course provides the FTO with the essential tools to apply techniques of coaching and role modeling while giving encouragement and direction to the recruit. It is based on the highly regarded San Jose, California Police Department FTO model.

### Course Topics

- Critical Elements of the Field Training Evaluation Program
- Principles of Learning
- Adult Learning Styles
- Effective Communication
- Ethics
- Field Training Officer Roles and Responsibilities
- Situational Leadership
- Counseling Troubled Employees
- Probationary Officer's Checklist
- Daily Observation Reports
- Standardized Evaluation Guidelines
- Common Performance Appraisal Errors
- Training Liability

### For additional information contact:

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Jefferson City, MO 65109  
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**MOSHERIFFS.COM**

STATE LICENSED • PROFESSIONAL STAFF • STATEWIDE TRAINING



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## REGISTRATION FORM

### COURSE INFORMATION

Title: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Host Agency: \_\_\_\_\_

Location address: \_\_\_\_\_

Instructor: \_\_\_\_\_

### ATTENDEE INFORMATION

Agency Name: \_\_\_\_\_

Contracted: (Yes/No) \_\_\_\_\_ Number Attending: \_\_\_\_\_

Attendee Name: \_\_\_\_\_ Email: \_\_\_\_\_

Attendee Name: \_\_\_\_\_ Email: \_\_\_\_\_

Attendee Name: \_\_\_\_\_ Email: \_\_\_\_\_

Attendee Name: \_\_\_\_\_ Email: \_\_\_\_\_

### COST INFORMATION

Contracted Agency .....\$ \_\_\_\_\_ / per person \$ \_\_\_\_\_

Non-Contracted Agency.....\$ \_\_\_\_\_ / per person \$ \_\_\_\_\_

### PAYMENT METHODS

Bill my credit card. VISA \_\_\_\_\_ MC \_\_\_\_\_ DISCOVER \_\_\_\_\_  
 # \_\_\_\_\_ Exp \_\_\_\_\_  
 3-digit security code \_\_\_\_\_ (Located on back)

Enclosed is a check/money order. Check # \_\_\_\_\_

Total Enclosed ..... \$ \_\_\_\_\_

Signature \_\_\_\_\_

Send Registrations To

FOR MORE INFORMATION CONTACT