



# MISSOURI SHERIFFS' ASSOCIATION

*Serving Missouri Justice Since 1945*

January 7,14,21,28, 2024

8:00 a.m. – 5:00 p.m.

**LOCATION:**

Miller County Sheriff's Office  
1999 Hwy 52.  
Tuscumbia, Mo 65082

**COST:**

Contracted Agency: \$175  
Non-Contracted Agency: \$300

**DEADLINE: December 21, 2023**

**REGISTRATION:**

**Online:** [mosheriffs.com/training](http://mosheriffs.com/training)

[gina@mosheriffs.com](mailto:gina@mosheriffs.com)

FAX: 573-635-2128

*\*No refund for class if not attended.*

*50% refund if canceled 48 hours*

*before class starts.*

**FOR MORE INFORMATION:**

Jeanne Merritt

[Jeanne@mosheriffs.com](mailto:Jeanne@mosheriffs.com)

573-529-6900

## 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, but 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:**

- History, Elements of the FTEP
- Principles of Learning
- Professional Ethics
- Situational Leadership
- The One-Minute Manager
- Counseling Troubled Employees
- Probationary Officer's Checklist
- Supervision/Subordinate Relations
- Daily Observation Report and Standardized Evaluation Guidelines
- Training Liability
- Evaluation Scenarios (Video)
- Written Exam/Review/Critique

*Due to the interactive nature of this program, class size is limited to 25. This program may be canceled if registrations are not sufficient.*

*Students are responsible for all lodging, meals, transportation expenses.*



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## REGISTRATION FORM

### COURSE INFORMATION

Class: \_\_\_\_\_

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

County: \_\_\_\_\_

Training Host: \_\_\_\_\_

Training Address: \_\_\_\_\_

\_\_\_\_\_

### ATTENDEE INFORMATION

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

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

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

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

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

### COST INFORMATION

**CONTRACTED AGENCY** ..... \$ \_\_\_\_\_ /per person. Total \$ \_\_\_\_\_

**NON-CONTRACTED AGENCY** ..... \$ \_\_\_\_\_ /per person. Total \$ \_\_\_\_\_

### PAYMENT METHODS

Bill my credit card.

# \_\_\_\_\_ Exp \_\_\_\_\_

3-digit security code \_\_\_\_\_ *(Located on back of card)*

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

**Total \$** \_\_\_\_\_

Signature \_\_\_\_\_

#### RETURN BY EMAIL, FAX OR MAIL TO:

**ATTN:** Gina Kauffman  
**FAX:** 573-635-2128  
gina@mosheriffs.com

**Missouri Sheriffs' Association**  
6605 Business 50 West  
Jefferson City, MO 65109

**NO REFUND IF NO SHOW.  
50% REFUND IF CANCELLED  
WITHIN 2 DAYS BEFORE  
CLASS STARTS.**