



# MISSOURI SHERIFFS' ASSOCIATION TRAINING ACADEMY

*Serving Missouri Justice Since 1945*

**DATE:**

October 21 – 24, 2024  
8:00 a.m. – 5:00 p.m.

**LOCATION:**

Christian County Sheriff's Office  
110 West Elm Street, Room 70  
Ozark, MO 65721

**COST:**

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

**DEADLINE: October 14, 2024**

**REGISTRATION:**

**Online:** [mosheriffs.com/training](https://mosheriffs.com/training)  
[gina@mosheriffs.com](mailto:gina@mosheriffs.com)  
FAX: 573-635-2128

**FOR MORE INFORMATION:**

Jeanne Merritt  
[Jeanne@mosheriffs.com](mailto:Jeanne@mosheriffs.com)  
573-529-6900

**REFUND POLICY**

**50% refund if canceled within 48-hours of the start date. ALL COST DUE IF NOT.**

6605 Business 50 West  
Jefferson City, MO 65109  
573.635.5925 | Fax 573.635.2128

**MOSHERIFFS.COM**

## Field Training Officer

**POST #25958**

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, and transportation expenses.*

**FOR MORE INFORMATION CONTACT:**

Jeanne Merritt at 573-529-6900 or email her at [jeanne@mosheriffs.com](mailto:jeanne@mosheriffs.com)

STATE LICENSED • PROFESSIONAL STAFF • STATEWIDE TRAINING



# MISSOURI SHERIFFS' ASSOCIATION

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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.**