



# MISSOURI SHERIFFS' ASSOCIATION TRAINING ACADEMY

*Serving Missouri Justice Since 1945*

**DATE:**

September 7, 14, 21, 28, 2024  
8:00 a.m. – 5:00 p.m.

**LOCATION:**

Cape Girardeau Co Sheriff's Office  
216 North Missouri Street  
Jackson, MO 63755

**COST:**

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

**DEADLINE: August 31, 2024**

*This program may be canceled if registrations are not sufficient. Students are responsible for all lodging, meals and transportation.*

**REGISTRATION:**

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

## Detention Training Officer

POST #17518

**COURSE DESCRIPTION**

This powerful 32-hour course provides experienced jail staff and supervisors with valuable information and essential resources to perform as a Detention Training Officer. Modeled after a traditional Field Training Officer Program, this course is structured specifically to the jail and/or correctional environment.

In addition to a structured classroom presentation and a group discussion, a scenario-based exercise at the end gives participants the opportunity to practice what they learned with the benefit of positive, motivational feedback from the trainers.

**WHO SHOULD ATTEND**

Although geared toward custody staff, any experienced law enforcement officer, firefighter, or EMS personnel, as well as any professional with influence over fellow employees, will benefit from this course.

**TOPICS INCLUDE**

- The History of the Field Training Officer (FTO) program
- Managing Training Liability
- Professional Ethics
- Various Individual Learning Styles
- Daily, Weekly, Monthly Observation Reports
- Performance Improvement & Remedial Training Plans
- Mentoring Troubled Employees
- Techniques for Training and Managing Millennial and Gen Z employees

**POST CLEE CREDIT**

2 hours – Legal Studies  
10 hours – Interpersonal Perspectives  
20 hours – Technical Studies

**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.**