

ADMINISTRATION AND MANAGEMENT OF TRAINING

"I have been very impressed with this course. I would recommend this to others involved in management of an academy."

"A lot of good information for the training coordinator as well as an instructor. The instructors for the class were all very knowledgeable."

—former participants

Course Overview: Significant and ongoing change in society and the workplace dictate the need for special talents and abilities on the part of those administering training at every level of law enforcement. Recent events and litigation have demonstrated, once again, that training responsibility reaches well beyond the walls of the classroom or academy. This intensive, four and one-half day program will identify and enhance the skills necessary to succeed in this rapidly changing and challenging environment.

Topics:

- Managing Training Personnel
- Ethics of Workplace Diversity
- Ethics in Training
- TCLEOSE State Certifying Agency Issues and Regulations
- Budgeting
- Employee Relations (EEO)
- Personnel and Training Liability Issues
- Teaching to the Nexus
- Tools of the Trade

Who Should Attend? This course is designed for those charged with oversight of the training function in law enforcement organizations.

Faculty:

Daniel P. Carlson
Director, Institute for Law Enforcement Administration

Cheryl L. Dunlop
Director of Administrative Services
City of Rockwall, Rockwall, TX

Steven M. Otto
Business and Development Consultant
Public Safety Services
Multi-Health Systems, Inc.

Daniel T. Primozic, Ph.D.
Associate Director, Institute for Law Enforcement Administration

Patricia S. Scheckel-Hollingsworth
Training Coordinator, North Central Texas Council of Governments
Regional Police Academy, Arlington, TX

Faculty (continued): **Gregory Smith**
Associate Director, Institute for Law Enforcement Administration

Regina L. Sobieski
Program Director
North Texas Crime Commission and U.S. Attorney's Office

Joe C. Tooley
Attorney at Law
Rockwall, TX

Date and Location: October 11-15, 2010
ILEA headquarters (The Center for American and International Law), 5201 Democracy Drive,
Plano (Dallas metroplex), Texas 75024

Hours: 8:30am to 4:30pm Monday-Thursday; 8:30am to 12:00noon Friday

Tuition: \$595 ILEA Member
\$695 ILEA Non-member

Cancellation Policy: Tuition, less a \$50 handling charge for each registration, will be refunded upon WRITTEN CANCELLATION received not later than five (5) working days prior to the program (e-mail: cburkel@cailaw.org). No refunds after this date, although substitutions of attendees for this program are permitted.

Hotel: See ILEA website at www.theILEA.org for hotel information.

TCLEOSE Credit: Law enforcement personnel attending this course are eligible for thirty-two (32) hours of Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) credit.