

Professional Supervisory Development

January 25– February 5, 2010

Course Description:

This two-week course will help Supervisors make the difficult transition from operations to supervisory responsibilities. The program focuses on the functions and duties of the front line supervisor and will prepare you with the knowledge and skills required to effectively supervise in a present-day progressive agency.

This course is designed for those officers about to be promoted or who have been recently promoted. It will also provide the experienced supervisor with the additional knowledge, skills, and attitudes to function effectively in this significant role.

Institute of Police Technology & Management (IPTM) provides the faculty for this practical course.

Topics of Instruction include:

- *Personal Profile (DiSC)
- *Leadership
- *Employee Asst. Programs
- *Use of Force
- *Human Behavior & Motivation
- *Organization & Personal Time Management
- *Discipline
- *Discrimination /Sexual Harassment / ADA
- *Case Studies
- *Role of The Supervisor
- *Media Relations
- *Communications & Semantics
- *Critical Incident Management
- *Planning
- *Personnel Evaluations
- *Civil Liability
- *Ethics and Integrity

Program Length:

80 Hours

Maximum Enrollment:

30 Students

Program Costs: ***** A grant has been applied for with DOJ to pay partial tuition.**

Commuter (Tuition w/ noon meals)	\$ 795.00
Resident (Tuition w/ all meals & lodging)	\$1,220.00

Registration Procedure:

Reservations will be accepted only from department training officers or authorized supervisory personnel. Contact the Academy Registrar, Lori Beiswanger at (608) 269-2500. A completed student enrollment form must be submitted to the Academy either by mail, email or FAX for each student in each course. Reservations are made on a first-come, first-served basis. Reservations will be accepted on a waiting list for programs, which have reached the maximum enrollment number.