

DEWOLF AND ASSOCIATES

Presents

SUPERVISION OF THE C.T.O. PROGRAM

CTO PROGRAM: This is a three (3) day course designed for supervisors who have the responsibility to administer, manage and coordinate the Communications Training Program and supervise the Communication Training Officers; C.T.O.

COURSE OBJECTIVES:

- ⇒ The Training Philosophy
- ⇒ The Duties and Responsibilities of the Communication Training Supervisor
- ⇒ Program Personnel Selection
- ⇒ Mandatory Conduct of the Training Staff
- ⇒ Reviewing the Supervisor's Weekly Report
- ⇒ Administration and Program Operation
- ⇒ The Purpose of Proper Documentation
- ⇒ Performance Improvement Plans
- ⇒ Vicarious Liability Issues
- ⇒ Termination Tactics
- ⇒ The Supervisors Role during Step V



INSTRUCTOR: *DeWolf and Associates:* Lt. John Nelson retired as a Lieutenant with the Novi Police Department after 32 years of service in 2020. He led a platoon of patrol officers and four sergeants. In addition to the responsibilities of platoon lieutenant, Lt. Nelson was responsible for policy development and review, and he served as the Field Training Unit Commander supervising two sergeants and ten Field Training Officers. Lt. Nelson earned his Bachelors of Science degree in 1988 from Eastern Michigan University in Psychology and Criminology. He also earned his Masters degree in Public Administration from E.M.U. in 2008. He is also a graduate of the School of Police Staff and Command at Eastern Michigan University.

DATE: February 6 – 8, 2024 (Tuesday-Thursday)

TIME: 8:30 a.m. to 4:30 p.m.

COST: \$ 595. (SNC Approved; DDW 201404A)

LOCATION: Washtenaw Community College – Room ML111
4800 E. Huron River Drive
Ann Arbor, MI 48105

REGISTRATION: DeWolf and Associates  www.DeWolfFTO.com
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