



Continuing Education

St. Louis County and Municipal Police Academy

◀ Program Announcement ▶

INSTRUCTOR DEVELOPMENT PROGRAM

This 40-hour program is designed to prepare law enforcement officers to be effective trainers/instructors for their respective and affiliated agencies. **This is a very work-time intensive program.** Class members are expected to use both in and out of class time to complete daily assignments. Instructors will be available for assistance.

During this instructor development course class members will:

- Develop a source document.
- Design and write a lesson plan.
- Learn and practice numerous strategies for public speaking. Participants will make 2 one-two minute presentations during the first several days of class.
- Write instructional objectives for a lesson plan.
- Write a test to measure learning from that lesson plan.
- Learn how to integrate your lesson plan with Power Point, taught in our computer lab with qualified instructors. Lab will be open after class hours with instruction assistance available.
- Make a fifteen-minute presentation of your lesson plan using Power Point plus any other visual aids the officer chooses.

To accomplish these objectives, class participants should bring with them:

- Three topics on which to speak, two for one-two minute presentations and one for the fifteen minute presentation. Pick topics that you might eventually use as a school resource officer, community/neighborhood policing officer, etc., so your work has practical outcome. You need not develop those topics into "speeches" prior to class. You do need material to help you do so while here.
- Research materials you can use toward developing your fifteen minute presentation: books, periodical articles, pamphlets, handouts, tapes, graphs, charts, objects, posters, etc. and for your source document development, objectives and lesson plan. You may use local colleges and university libraries as the Academy does not have check-out privileges.
- A personal blank videotape to record your fifteen-minute presentation.

Class members will have the opportunity to grow both as individuals and as a group. Each participant can learn from personal experience, as well as by observing instructors and other class members. Courtesy, tact, and a sense of humor will help every participant have a positive learning experience.

The instructors for this program are from the C.M.P.A. staff and Mrs. Jan Mirikitani. Mrs. Mirikitani is a former Meramec College Communication faculty member was named Who's Who Among America's Teachers in 1994 and is a management and government consultant.

This is a P.O.S.T. Certified Instructor Program

Session: One
Date(s): February 1 - 5, 2010
Time: 8:00 a.m. - 6:00 p.m.
Place: St. Louis County and Municipal Police Academy
1266 Sutter Avenue
St. Louis, MO 63133-1934

WHO SHOULD ATTEND: Commissioned Law Enforcement Personnel and Those Responsible for Instructing Law Enforcement Personnel - Technical Studies, Legal Studies and Interpersonal Perspectives

ATTENDANCE IS LIMITED TO 20 PARTICIPANTS

To reserve your seat, please mail or fax your Continuing Education Registration Form to be received 2 weeks prior to class start date. Reservations will be taken from non-tuition paying departments at a cost of \$300 per seat, and will be placed on standby. Standby seats will be notified if their reservation is accepted, depending upon seat availability. Non-tuition paying departments will be invoiced, whether or not the seat is used, after acceptance of standby notice.



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< Registration Form >

PROGRAM: INSTRUCTOR DEVELOPMENT PROGRAM - **Session:** One

TRAINING DATE(S): February 1 - 5, 2010

TRAINING TIMES: 8:00 a.m. - 6:00 p.m.

TRAINING LOCATION: St. Louis County and Municipal Police Academy
1266 Sutter Avenue
St. Louis, MO 63133-1934

INITIAL SEATS PER DEPT: One - all others standby. Prioritize names on list below. (1) will be registered first, then (2), etc.

Please use this form to register employees for the above listed program only. Return the form to arrive at the C.M.P.A. by 2 weeks prior to class start date. All forms must be submitted through the appropriate department training officer. No individual registrations will be accepted. Check your department procedures.

(PLEASE TYPE OR PRINT CLEARLY)

PRIORITY

1. NAME: _____ DSN: _____

RANK: _____ SSN: _____ - _____ - _____ ASSIGNMENT: _____

2. NAME: _____ DSN: _____

RANK: _____ SSN: _____ - _____ - _____ ASSIGNMENT: _____

3. NAME: _____ DSN: _____

RANK: _____ SSN: _____ - _____ - _____ ASSIGNMENT: _____

4. NAME: _____ DSN: _____

RANK: _____ SSN: _____ - _____ - _____ ASSIGNMENT: _____

Authorized Training Registrar: _____
(must sign here)

Print or type Registrar's Name: _____ Title: _____

Department: _____ Phone: _____ - _____

Registrar Return:	By Mail: St. Louis County and Municipal Police Academy Continuing Education / Registration 1266 Sutter Avenue Wellston, MO 63133-1934	By FAX: 314-863-2317
		Questions call: 314-889-8600