

Basic Field Training Officer/Instructor Certification (FTO/FTI)

Length: 4 days

Audience: Coaching and field training staff who provide one-on-one apprenticeship coaching under the San Jose Field Training and Evaluation Model



The Basic Field Training Officer Certification course will introduce the trainer to the concepts of problem-based learning, while developing facilitation, leadership, and coaching skills. Our instructor-led training will promote adult learning principles and varied individual-based training approaches designed to maximize valuable field training time, overcome training challenges, and allow the officer in training to learn at the appropriate individual pace.

This course involves student activities designed to develop the critical leadership, interpersonal, and coaching skills needed to work in stressful one-on-one training environments. Throughout the week, the trainer will be exposed to program history associated with the San Jose Field Training and Evaluation Program (FTEP), as well as mandated requirements and roles associated with field training, documentation, and related legal matters. Activities will support problem-based learning, facilitation, self-assessment, critical-thinking, and problem solving supported by general coaching strategies. If the client is a regional facility with some members using FTEP and others utilizing the Police Training Officer model, facilitation will also conduct a detailed review of PTO terminology and processes.

Objectives:

- Review field training program structures, terminology, documents, history and the trainers role {Detailed application of the San Jose Field Training and Evaluation Program (FTEP) with summary of the Police Training Officer (PTO) model}
- Clarify the role of the field trainer and the trainers impact as a role model
- Evaluate trainee performance through video exercises and complete Daily Observation Reports (DOR) using Standard Evaluation Guidelines (SEG)
- Use training guides to help document training coverage (explained, demonstrated & performed)
- Introduce the trainer to problem-based learning (PBL)
- Develop training that motivates employees of all generations
- Develop the trainer's facilitation capacities
- Analyze Bloom's Taxonomy of Learning
- Discuss and experience principles of adult learning (David Kolb and Malcolm Knowles)
- Review approaches to the coaching and evaluations process
- Analyze personality traits and their influence on communication and learning
- Review legal issues associated with training liability
- Experience what breaks down interpersonal communication and what to do about it
- Practice core training approaches and review remedial training strategies (distinguishing trainees who may not be responding to training)
- Define emotional intelligence (EI)
- Recognize and learn methods to overcome trainee stress, avoid conflict and direct the trainee towards learning using various methods of instruction
- Participate in evaluation scenarios (using SEG's) while providing effective feedback
- Name techniques to handle group conflict, change, difficult people and work as an effective training team
- Create documents that improve performance and protect the agency
- Identify the value of the trainee's viewpoint

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Moser Training Solutions, LLC (MTS) is privileged to work with corporate and government leaders who want to improve employee and customer satisfaction, while enhancing both individual and team performance.

What we do:

- Provide professional and career development training
- Customize training to the client's needs
- Coaching (career advancement, study techniques and effective writing skills)
- Conduct individual and program assessment
- Provide law enforcement subject matter expertise
- Project management and consultation
- Prepare private industry for emerging threats

Train-the-Trainer

Instructor Development (and recertification)
Field Training Officer (FTO)
Police Training Officer (PTO)
Advanced Coaching (FTO/PTO)
Basic Recruit Academy Instructor

Professional Development

Building Outstanding Teams
Customer Service for Public Safety
Problem-Solving, Decision-Making
Resolving and Navigating Conflict
Facilitation Skills
Ethics, Stress and Negativity
Project Management

Leadership

Leader in Blue/Operational Readiness
Leaving a Legacy Through Leadership
Leading During Challenging Times
Leading and Influencing at all Levels
Performance Management for Supervisors

Career Advancement

Excelling Through Written Correspondence
Preparation for Career Related Interviews
Assessment Center Preparation
Improving Cognitive and Test Taking Skills
Resume Preparation
One-on-One Career Coaching
Individual Assessment and Compliance Issues

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