



Law Enforcement Training Advisory Commission

840 S. Spring Street, Suite B • Springfield, IL 62704

Phone (217) 726-7014 • Fax (217) 726-7833 • Email letac@mtu10.com • Website www.letac.org

JT Wooldridge, Director

Field Training Officer Basic Certification 40-Hour

October 17-21, 2022

8:00 a.m. – 4:00 p.m.

LETAC Training Center

840 S. Spring St, Suite B, Springfield, IL

***This course is pending ILETSB approval and certification for the following mandates:
Civil Rights, Constitutional/Proper Use of LE Authority, Human Rights, Legal Updates and Procedural Justice.***

Course overview: The 40-hour Field Training and Evaluation Program (**San Jose Model**) provides attendees with a solid foundation as a Field Training Officer. Attendees will participate in facilitated discussions on current law enforcement training issues and concerns. Attendees will develop the ability to effectively evaluate, document, and correct the performance/behavior of their trainees through the use of modern adult learning and coaching techniques. Liability and other legal concerns will be discussed to limit personal and organizational exposure. Upon successful completion of the course, attendees will be certified as Field Training Officers for their respective agencies. **A laptop or tablet is required for this course. All course materials are provided through Google Drive.**

You will leave this class as a stronger FTO by learning:

- ◆ The duties and responsibilities of an FTO.
- ◆ Constructing the Daily Observation Report form.
- ◆ Using the Standardized Evaluation Guidelines.
- ◆ The Coaching/Training process.
- ◆ Creating Remedial Training and Performance Improvement Plans
- ◆ How the FTO Program influences the culture and ethics of the organization.

Instructor: Thomas Dworak is a retired Sergeant (31 years) from a suburban Chicago police department where he was the Field Training and Evaluation Program Coordinator and the Lead Defensive Tactics/Use of Force Instructor. Thom's knowledge of experiential learning, emotional intelligence, critical thinking, creative

Illinois Law Enforcement Training & Standards Board Mobile Team Unit #10

Serving the Counties of Christian • Dewitt • Logan • Macon • Mason • Menard • Montgomery • Sangamon



Law Enforcement Training Advisory Commission

840 S. Spring Street, Suite B • Springfield, IL 62704

Phone (217) 726-7014 • Fax (217) 726-7833 • Email letac@mtu10.com • Website www.letac.org

JT Wooldridge, Director

problem solving, and decision making shaped The Adaptive Way's training programs for the changing training environment Supervisors, Officers and Trainees encounter daily.

Thom facilitates training throughout the country in Field Training, Emotional Intelligence, Leadership, and is a Core Instructor for Below 100. He holds the position of adjunct faculty at the Suburban Law Enforcement Academy at the College of Du Page providing instruction to recruits in defensive tactics and scenario-based training. Thom is a court-recognized expert in police practices and use of force. He is a member of the International Law Enforcement Educators and Trainers Association (ILEETA), an annual ILEETA conference presenter, and the Instructor Development Section Editor for the ILEETA Journal. Follow Thom on Twitter @dworakt

Non-Member Tuition: \$400. Non-Member tuition shall apply to civilians, officers from State/Federal agencies, and officers from Local Law Enforcement agencies which are not a member of any MTU. Tuition will be invoiced to departments upon course completion. If a pre-registered student from a Non-Member agency fails to attend training, and the agency fails to provide advance notice within 7 days of the start date of that class, the agency will be invoiced the entire amount of the student's tuition.

To Register: Email registration to register@letac.org. You may also fill out and submit our online registration form through the website at www.letac.org or call 217-726-7014 to register by phone (be sure to include all pertinent information). **MTU#10 Law Enforcement members who are under the mandate requirements will be given priority on state mandated courses and then MTU#10 local members. If it is not a mandated course, all MTU# 10 local members will be given registration preference until seven days prior to the date of class. After that date, registrations will be taken on a first-come, first-served basis, regardless of MTU status. We cannot accept registrations from individual officers. All registrations must go through your Chief, Sheriff, or department training office, even if you are attending class on your own time.**

Cancellation: If a class must be canceled for any reason, every effort will be made to do so at least 2 weeks before the class is scheduled to begin. However, there are circumstances where last minute cancellation is out of our control. All officers who have been registered for training will be contacted at the email address given at registration, so please be sure to provide an email address which is checked often.

Illinois Law Enforcement Training & Standards Board Mobile Team Unit #10

Serving the Counties of Christian • Dewitt • Logan • Macon • Mason • Menard • Montgomery • Sangamon