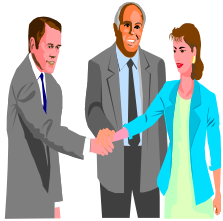


About the course:



"how to get the job done through people"

“First Line Supervision” for Police/ Correctional officers

This one week training program is designed to provide training in first line supervision dealing with police and/or correctional personnel. The course will provide the cornerstone for your managerial and supervisory duties. Typically, the best officer is promoted and then expected to perform as a supervisor with little or no training on how to supervise others and get the job done through people. This course will provide comprehensive training in supervisory techniques and responsibilities in police/correctional facilities and will be instructed by experienced and veteran supervisory trainers.

Breakdown of training as follows:

Days 1 & 2 – All students will be together for training in supervisory topics

Days 3&4 – Correctional students will be separated & receive training in “correctional issues”

Day 5 – All of the students will be reunited & receive training & take final exam

About the topics:

- Accepting supervisory responsibility
- Core values; Civil liability
- Decision Making; Interpersonal relations; Ethical Leadership; Time Management
- Empowerment and delegation
- Team building and motivation
- Collective bargaining; Labor relations
- Grievance handling; In-basket exercise
- Additional synergistic exercises

Correctional issues

- Religious rights in today's jails
- Correctional leadership
- Legal updates – PLRA & PREA
- Performance appraisals
- Retention of correctional staff
- Supervisory subordinate relations
- Conflict resolution; synergistic exercises

About the instructors:

Mr. William Healy was a career law enforcement officer for over 29 years. For 24 years Mr. Healy had been a member of the Ohio State Highway Patrol and was the Commander of the Highway Patrol's Traffic Drug Interdiction Team (TDIT), and retired from the State Patrol in 1999. Mr. Healy has a Bachelor's Degree from Ohio University and a Master's Degree from Central Michigan University in General Administration. Mr. Healy is a graduate of the Southern Police Institute's Administrative Officer's Course at the University of Louisville. He has served as an instructor at Northwestern University Traffic Institute (NUTI), the International Association of Chiefs of Police (IACP), the Ohio Attorney General's Conference on Law Enforcement, the Drug Enforcement Ad-

ministration, and the Drug Interdiction Assistance Program. He is a life-time certified instructor with the Ohio Peace Officer's Training Council (OPOTC),

Mr. Thomas Hollingsworth was a member of the law enforcement community for over 29 years. Mr. Hollingsworth served as a trooper, sergeant and lieutenant in the Ohio State Highway Patrol. During his career, he served as an Academy instructor and manager and was a Basic Peace Officer Academy Commander while assigned to the Ohio State Highway Patrol Training Academy. Mr. Hollingsworth is an expert in various law enforcement fields of training to include police defensive driving, ADAP and radar/laser. Mr. Hollingsworth is a graduate of the Northwestern University's ten week School of Staff and Command. He has served as an instructor on supervision and management related training areas for the Northwestern University Po-



lice Traffic Institute accident reconstruction school. He is a life-time certified instructor with the Ohio Peace Officer's Training .

William McGee is a twenty year veteran of law enforcement who has served with the Solon Police Department in Solon, Ohio. Sergeant McGee has served in a variety of assignments throughout his career and presently serves as Jail Administrator of the Solon Police Department's Full-Service correctional facility. As such, he is in charge of all personnel, training, equipment and facilities related to the correctional center. Mr. McGee is a graduate of the North Coast Polytechnic Institute's Police Executive and Administrative Leadership School (PEALS). He a Commander with OPOTA's Correctional program and has provided instruction on correctional issues to various groups and agencies in the past couple years.

REGISTRATION INFORMATION

Name _____

Agency _____

Address _____

City _____ State _____

Zip _____ Phone _____

FAX _____ e-mail _____

**Registration fee:
\$400.00 per person**

___ Payment Enclosed
 ___ Bill Me (P. O. Number _____)

Visa Master Card Other

Card # _____ Expiration Date _____

Signature _____

Training Site:

Cleveland Metroparks Ranger Headqtrs
 (Across from Big Met Golf Course)
 4600 Valley Parkway
 Fairview Park, Oh



4 WAYS TO REGISTER:

On Line: www.ncpi-ohio.com

Mail: Northcoast Polytechnic Institute
 Attn: William D. Healy, Director
 6688 Steinbeck Court
 North Ridgeville, Oh 44039
 Phone (440) 353-0796

e-mail: info@ncpi-ohio.com

Fax: (440) 353-0797

FOR OFFICE USE ONLY
 School No _____
 School: First Line Supervision
 Cleve Metropk Ranger Dept Apr 28-May 2, 2008

WEB: www.ncpi-ohio.com

Note:

**Attn: Police and
Correction Officers**

Police Officers and Correction officers combine for a 3-day instruction in basic supervision and management.

The other 2 days will be a split session, devoted to *separate* basic police supervision and basic corrections supervision issues.

Northcoast Polytechnic Institute
 Attn: Mr. William D. Healy, Director
 6688 Steinbeck Court
 North Ridgeville, Ohio 44039
 Phone: 440-353-0796
 Fax (440) 353-0797
 e-mail: info@ncpi-ohio.com
 Web: www.ncpi-ohio.com



presents

**First Line
Supervision
for
POLICE
& CORRECTIONS**



HOSTED
BY

**Cleveland
Metroparks
Ranger Dept**

One week School

MONDAY – FRIDAY

**Apr 28 – May 2,
2008**

**8:00 AM – 4:30PM
each day**