

# Southern Police Institute

*Excellence in Policing*



## Personnel Development, Assessment & Liability

**40-Hour Training Course - 4.0 CEUs (KLEC Approved)**

**Tuition: \$795<sup>00</sup> If paid by cash/check / \$820<sup>00</sup> If paid by credit card**

*Personnel Development, Assessment & Liability is one of four courses required to complete the optional Organizational Management Certificate Program. All four courses comprising the OMCP are currently set to be held in Urbana, IL during SPI's 2020 training schedule.*

### Course Description

This course focuses on the job analysis process, selection procedures and the factors essential for reviewing officers' performance and assessing their promotion potential. Effective methods for measuring individual performance within a law enforcement agency are reviewed, using interactive discussion with participants. Selection and promotion criteria are identified in order to achieve optimum performance by staff.

Various methods of promotional testing will be reviewed and the benefits of adopting an assessment center process will be explored. Emphasis will be placed on the need for both hiring and promotion processes being based on credible and established criteria that will withstand legal and political scrutiny.

This course will also address the problems of retaining staff and the administrative management systems necessary to monitor personnel and their positive and negative performance.

The final component of this course reflects on the dangers of ignoring, or being unaware, of the legal constraints concerning the critical area of human resources that has been very costly in litigation for some agencies. Discussion will focus on risk management, 42 USC (1983) actions, EEOC issues, negligent retention, grievance procedures and negotiating with collective bargaining units. These legal and liability issues will be explored in some detail through interactive class discussion.

### Who Should Attend

Senior Command Officers, Executive Staff, Branch Managers, Divisional Chiefs, and Administrative Officers

### Course Topics and Areas of Instruction

- What is Your Staff Really Doing?
- Recruiting & Selecting Your Staff
- Developing Your Line Staff and Managers
- Assessing Your Staff for Promotion
- Retraining and Managing Your Staff
- Practical Assessment Exercises & Role Play: Validity and Defensibility
- The Legal Framework for Human Resources: Risk Management
- The Legal Framework for Human Resources: 42 USC (1983) Actions
- The Legal Framework for Human Resources: EEOC
- Negligent Retention, Grievance Procedures, and Negotiating with Unions

### Dates:

**October 5-9, 2020**

### Hosted by:

**MTU 12 Police Training**

### Location:

**ILEAS Training Center**

1701 East Main St.

Urbana, IL 61802

### Suggested Lodging:

**Comfort Suites\***

2001 North Lincoln Ave.

Urbana, IL 61801

**Phone:** (217) 328-3500

**Rate:** \$85.00 + 13% sales tax

*\*Alternate hotel information available on SPI's website.*

### For More Information Contact:

Phone: 502-852-6561

E-mail: [mailspi@louisville.edu](mailto:mailspi@louisville.edu)

**Register Online**

**[www.louisville.edu/spi](http://www.louisville.edu/spi)**

## Certification & Training Mandates

This course is certified by the Illinois Law Enforcement Training and Standards Board and is approved for the following mandated subject areas:

- Civil Rights
- Constitutional & Proper Use of Authority
- Cultural Competency
- Human Rights
- Law Update
- Procedural Justice

A tuition fee of \$795.00 is required for this program. All registrations must be made online through the Southern Police Institute at the University of Louisville.

**REGISTER ONLINE AT:**

[www.louisville.edu/spi](http://www.louisville.edu/spi)