

FIELD TRAINING OFFICER COURSE – QUALIFICATION RECORD

Cert. # _____

I wish to enroll _____ in the Field Training Officer course presented by the Police Officer Standards and Training Council. Said individual possesses the following qualifications:

- Has at least three (3) years' police experience.
- Has the requisite knowledge and commitment to the department mission, goals and objectives.
- Has a work history that indicates above-average initiative, self-motivation, self-improvement and minimal sick leave.
- Has consistently presented a professional image.
- Has demonstrated a superior knowledge of statutory and case law, current police procedures, department rules, regulations and standard operating procedures.
- Has no sustainable civilian or departmental complaint during the previous two years, which would directly relate to suitability for acceptance into an FTO course.
- Has a positive recommendation of past and present supervisors.
- Can meet the following performance criteria:
 1. Has the ability to communicate as an instructor.
 2. Can write in a clear, concise and effective manner.
 3. Can interrelate with others, especially on a one-to-one basis.
 4. Can evaluate the performance of others in accordance with prescribed procedures.
 5. Has displayed a willingness to work overtime to accomplish departmental goals
 6. Has displayed sensitivity to the cultural differences and the special training needs of recruit officers.
 7. Has the ability to identify training needs on his/her own initiative and assist in preparing training courses and lesson plans.

Chief/Designee

Department

Date