

"PLI's training is top-notch!"



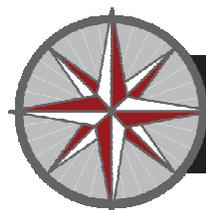
**Oct. 24-28,
2011**

Effective Basic Supervision

For Law Enforcement Professionals

A Seminar To Prepare
New Supervisors To Be Effective
In Their Leadership Role

Presented by



PERFORMANCE
LEADERSHIP
INSTITUTE

INCORPORATED



Do you have new supervisors who need to obtain supervisory training credits?

Are you looking for a quality course for your new supervisors to gain practical, real-world knowledge they can use?

Do you want to get your new supervisors started off on the right foot with a focus on values, your agency's mission and their role in setting the tone in your organization?

Do you wish your supervisors had better communication and team motivation skills ?

Do your new supervisors know how to uphold the standards of your agency and hold subordinates accountable?

Do your new supervisors have the skills to be effective coaches for your employees and effectively manage conflict?

This program is designed to provide supervisory training credits—while also giving new supervisors an intensive focus on the most important skills to being an excellent supervisor. This program doesn't just focus on basic legal issues and mundane supervisory topics, but delves into the leadership techniques, styles and communication tools that will help your supervisors make a positive mark on the future of your organization.

This course will offer practical training offered by law enforcement professionals and other experts in their field—all people who are currently using these techniques successfully in the law enforcement field. Your supervisors won't take away theory—they'll take away practical, real-world ideas to put into practice right away.

For More Information or TO REGISTER:

Contact April Lee at Performance Leadership Institute, Inc. for more information or to register.

(541) 490-5300

alee@pli.us.com

Cost:
\$450 for the first person from your agency; \$400 for each additional from the same agency

Location: Quality Inn & Conference Center in Ellensburg, Washington—Sponsored by Ellensburg Police Department

See attached hotel information for lodging rates

Dates: October 24-28th

Qualifies for 40 elective training hours through CJTC

“Great to hear from someone who has obviously put his money where his mouth is and applied everything he has learned to his own agency. Great Stuff!”

“Exceptional Training! Well worth my time.”

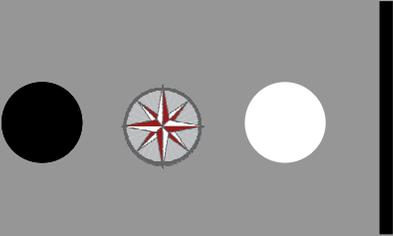
“A dynamic speaker who displays enthusiasm, knowledge and humor when he teaches.”



COURSE TOPICS

Basic Supervision Course	40 hours	Instructor
<i>The Importance of the Role of Supervisor</i>	1 hour	Capt. Randy Barnes
<i>Planning</i>	7 hours	Capt. Randy Barnes
Your role in determining where we're headed Mission, Vision and Values - why they matter/ ethical workplace		
<i>Teamwork and Creating Organizational Culture</i>	4 hours	Capt. Randy Barnes
Providing a motivational atmosphere Coaching and Counseling/ conflict management		
<i>Decision Making and Managing Conflict</i>	4 hours	Capt. Randy Barnes
<i>Communications</i>	2 hours	April Lee
Gathering employee input Communicating with employees effectively Rewards and recognition/ motivating		
<i>Promoting the Agency</i>	2 hours	April Lee
Building a brand name agency - fostering community support Media Relations and responding to media inquiries		
<i>Raising The Bar</i>	4 hours	Sgt. Mike Blair
Setting Expectations Your role in accountability and maintaining standards, quality work product Giving Feedback: Measuring performance Documentation		
<i>Legal Issues for Supervisors</i>	8 hours	Leslie Stevens
Federal Civil Rights, Employment & Vicarious Liability Federal employment laws/Labor Relations for Supervisors		
ensuring compliance with state and federal employment laws promoting a safe work environment disciplining personnel terminating personnel documenting employee performance		
Internal Investigations FLSA		
<i>Refining Your Leadership Skills and Techniques</i>	8 hours	TBA
Setting A Leadership Example & managing conflict The Role of Leadership Courage & Measuring Performance Your Personal Leadership Map		
Good To Great - How To Be Part of an Excellent Organization		

YOUR INSTRUCTORS



Captain Randy Barnes is a highly motivated commander with 25 years of progressive experience including eight years as division commander. Captain Barnes is a creative and innovative leader who has accomplished many major capital and organizational projects through collaborative efforts. He is a proven communicator committed to principle-centered leadership, maximizing employee investment and organizational success.

Captain Barnes has served as a faculty member in the Leadership Division at the Washington Criminal Justice Training Commission since 1995. He has been involved in the strategic planning and development for many of their ethical leadership, situational leadership, budgeting and mentoring programs. Captain Barnes is also a graduate of the FBI National Academy (207th Session), a certified leadership instructor for IACP, and serves as a guest instructor for the Northwest Law Enforcement Command College. Randy has also served since 1999 as the Tactical Situations Commander for the area Regional Emergency Response Team.

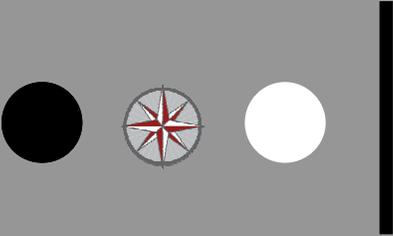
Randy is an instructor and consultant for Performance Leadership Institute, providing instruction and services in leadership, strategic planning, employee performance measures, succession planning and training, and building a values-driven culture in your agency.

April Lee is a principal owner of Performance Leadership Institute, Inc. and works with clients on long range planning, marketing and community awareness campaigns, media relations training and public information officer needs, internal and external communication systems, and organizational development and employee relations projects. She is also the principal business manager, coordinating all training programs and organizational development projects offered by the firm.

April has more than 10 years experience working with law enforcement agencies as a consultant and trainer. She has assisted many agencies with their internal communication needs as well as external community relations and marketing and has conducted citizen surveys and citizen input meetings for countless law enforcement agencies. April conducts training on "Dealing with the Media"; "How To Create A "Brand Name" Law Enforcement Agency"; "Maximizing Your Marketing Message" and customized community relations and marketing programs, including contract PIO services. Among her past media relations and marketing clients are Spokane, WA Police Department, Lincoln County, Oregon Sheriff's Office, Eastern Washington University and Comfort Suites Hotels. April is a former newspaper reporter and has a background in print and community journalism, community opinion research and marketing.

April holds a Bachelor of Arts Degree with honors in Communications from Lewis & Clark College in Portland, Oregon, and is currently earning her Masters Degree in Criminal Justice through Boston University.

YOUR INSTRUCTORS



Leslie Stevens
Legal Issues Trainer and Consultant

Leslie Stevens is an experienced attorney and law enforcement manager. She has more than 15 years experience as an attorney, having worked as a prosecutor and legal counsel for police, fire and other public agencies in Oregon. Her extensive legal experience includes civil, criminal, constitutional, personnel and public contracting law.

Leslie's experience includes being the only civilian member of the chief's executive management team in a major city police department where she also oversaw the department's internal affairs division, implementation of an early intervention system, as well as supervised audits of law enforcement programs, practices and policies. She has consulted with the International Association of Chiefs of Police and on US Department of Justice funded projects such as police use of force, internal affairs best practices and police monitoring standards.

A California native, she holds a bachelor's degree from California State University, Chico and a law degree from Lewis and Clark in Portland, Oregon. Leslie's hobbies include spending time with her family, fly fishing and kayaking.

Mike Blair is a direct and to-the-point trainer with Performance Leadership Institute, Inc. who speaks to the practical, real-world issues faced by law enforcement supervisors.

He has more than 15 years law enforcement experience with the Pierce County Sheriff's Department in Tacoma, Washington, currently serving as a patrol Sergeant. During his career he has worked as a Resident Deputy and a Domestic Violence Investigator. He has also served as a Washington State EVOG Instructor, a Community Academy Proctor, a Field Training Officer and a Master Patrol Officer. Mike has also had prior appointments by the Sheriff to the Board of Professional Standards, as well as on the Sheriff's Department Strategic Planning Team, facilitated by Performance Leadership Institute, Inc.

Mike graduated from Washington State University in 1993 with a Bachelor of Arts in Criminal Justice. He currently works swingshift patrol and serves as the K-9 Unit Supervisor. Mike has also been instrumental in changing the culture of his agency through innovative recognition and reward programs, improved communication and "raising the bar" to create a high standard of excellence among the agency's patrol teams and better continuity among the sergeants.



TRAINING REGISTRATION FORM

Name of course: *Effective Basic Supervision*

Location: *Ellensburg, WA*

Course Dates: *October 24-28, 2011*

Agency Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Fax: _____ Phone: _____ Email Address: _____

We want to register the following personnel in the course noted above:

Name: _____ Rank/Title: _____

Name: _____ Rank/Title: _____

Name: _____ Rank/Title: _____

How did you hear about this course? _____

Payment Options:

(All payments must be made prior to the class date)

Check Enclosed Payable to Performance Leadership Institute, Inc. PO Box 1214, Hood River, OR 97031

Check Number: _____ Amount: _____

Charge to: o VISA o MASTERCARD

Card Number: _____

Expiration Date: _____

Name of Card Holder (Please print) _____

Billing Address for the card: (including, address, city, state and zip) _____

Authorized Signature: _____

Bill my department at the address listed above—payment will be made prior to the class date.



For Office Use Only:

Approval Code: _____

Ref. No. _____

SUBMIT THIS FORM TO:

April M. Lee, Performance Leadership Institute, Inc., PO Box 1214, Hood River, OR or
Fax it to: (541) 436-0600 or Email it to alee@pli.us.com

Please Note Class Location and Hotel Offer!

This class is being sponsored by the Ellensburg Police Department and will be held at the Quality Inn & Conference Center at 1700 Canyon Road in Ellensburg. The Quality Inn is also offering a block of rooms for the class at the state government rate of \$77 plus tax. To reserve a room at this rate call the hotel directly at (509) 925-9800 and ask for the group rate for the "Police Supervision" group. The hotel's website is <http://www.ellensburginn.com/>.