



Recruiting and Applicant Background Investigations

www.On-TargetSolutionsGroup.com

What others are SAYING:

"This class brought a lot and I gained a new understanding of certain principles"

"Great speaker - held our interest during his entire presentation"

"Very good examples used, great stimulating conversation"

Hosted by: Spokane County Sheriff's Office Training Center **Cost: \$325.00**
6011 N. Chase Rd.
Newman Lake, WA 99025 **Dates: April 6-8, 2016**

Register at: <http://www.123contactform.com/form-1696422/Spokane-Applicant-Backgrounds-040616>

Who should attend this course: Anyone who is involved or supervises recruiting and background investigations for their agency including sworn officers, civilians, Human Resources, or anyone wanting a better knowledge of the hiring process.

This course is designed to provide personnel with the skills and knowledge of how to recruit, hire and retain quality personnel for their law enforcement agency.

Participants will leave with the skills and knowledge of the importance of not only recruiting but also retention of quality personnel. It is just as important to keep the best people as it is to hire quality personnel. An organizational assessment should be the first step in the process and the need to break the cycle of mediocrity.

Background investigators will leave with the knowledge of their role in the selection process, the legal aspects of the background investigation, background interview sources of information and preparing the investigation report. Background investigations affect the future of an organization in many ways, thus selection practices are vital to ensuring that future law enforcement employees and supervisors are suited for the variety of duties expected from the populations they serve. This course will provide techniques, procedures and sample forms for the background investigator.

Topics Include:

- The importance of a recruiting plan
- Assessment of you organization
- Organization wellness
- What type of employees do you want
- Marketing and selling your organization
- Thinking long term about recruitment
- Professional standards model for backgrounds
- Why background investigations are necessary
- Sources of information/Investigative techniques
- Conflicts vs. responsibilities for investigators
- Exploring an applicant's military history
- Pre-interview procedures
- Job-related inquiries
- On-line data bases/social networking sites
- Web sites and additional sources of information
- Polygraph questions/usage
- Psychological & behavioral testing
- Candidate interview techniques
- Reference interview techniques

Biography



Gregory J. Anderson

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Recently Greg has formed the On-Target Solutions Group, Inc. www.on-targetsolutionsgroup.com to focus on leadership, employees and processes, and is dedicated to developing the proper leadership and organizational continuity that is needed for government organizations to move forward. Greg instructs nationally on a variety of topics and consults nationally on internal affairs, professional standards issues, policy development, leadership and supervision topics. He has consulted with agencies all across the country and is a certified *Force Science*[®] *Analyst*. He has also served on the International Association of Chiefs of Police committee on Professional Standards, Image and Ethics.

He began his career with the Aurora Police Department and held a variety of positions up to Deputy Chief of Police. As Deputy Chief, his role was to direct the day-to-day operations of the police department with over 430 full time employees. During his career, Aurora went from a city with a population of 80,000 to the second largest City in Illinois at 200,000. His experiences were broad across every area of the Aurora Police Department.

Greg also held the position of Chief of Police for the Village of Campton Hills, Illinois. Campton Hills was a unique experience in that he started a full-service police department within a newly formed municipality. He developed from the “ground up” every facet of law enforcement services including equipment, policies and procedures, budgets, development of community and government relations, training of staff, and the oversight of a full-service law enforcement agency. And, given his overall experience, he was also tasked with assisting others within the Village on government operations and contacts, ultimately helping to structure the governmental base for Campton Hills.

He currently is the Chief of Police in Oak Forest, Illinois. He has moved the department forward in every facet of law enforcement services. As being the only Chief of Police selected from outside the department, the teamwork approach that he has utilized has been extremely successful in implementing changes in an established department that had been resistant to change. His focus has been on establishing “best practices” for the department in order to enhance the professional delivery of police service to the community. The efforts at the Oak Forest Police Department earned them accreditation through the Illinois Law Enforcement Accreditation Program.

Chief Anderson has a Master’s degree in Law Enforcement and Justice Administration from Western Illinois University and a Bachelor’s degree from The Union Institute and University in Cincinnati, Ohio. He has also attended many executive management and leadership courses throughout his career and recently has been named to the Board of Directors for the Illinois Commission on Diversity and Human Relations.