

NORTHERN ILLINOIS TRAINING ADVISORY BOARD

Jeff Schelling, Executive Director
527 Colman Center Drive ** Rockford, IL 61108
Tel: 779-210-8422
www.nitab.org

Applicant Background Investigations

Date: January 17-18, 2023 **Registration Deadline: December 17, 2022**

Times: 0800-1600 hours

Location: Stewart Centre West
2900 West Pearl City Road
Freeport, IL

Instructor: Greg Anderson, On-Target Solutions Group

Member Fee: \$0 Non-Member & Non-Sworn Fee: \$150

Who Should Attend this Course:

Anyone who may perform background investigations or the decision maker who decides employment opportunities. This may include Human Resources, department heads, background investigators, or supervisors.

Course Content:

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 people as it is to hire quality personnel. Any 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 the 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
- What type of employees do you want

- Assessment of your Organization
- Marketing and selling your organization
- Professional standards model for backgrounds
- Why background investigations are necessary
- Sources of information/investigative techniques
- On-line data bases/social networking
- Web sites and additional sources of information
- Polygraph questions/usage
- Psychological and behavioral testing
- Candidate interview techniques
- Reference interview techniques

This course has been certified by the ILETSB and approved to meet the following mandates:

- | | |
|---|---|
| <input type="checkbox"/> Civil Rights | <input type="checkbox"/> Constitutional & Proper Use of Law Enforcement Authority |
| <input type="checkbox"/> Crisis Intervention | <input checked="" type="checkbox"/> 7.0 Cultural Competency |
| <input type="checkbox"/> Emergency Medical Response | <input type="checkbox"/> Human Rights |
| <input checked="" type="checkbox"/> 1.0 Legal Updates | <input type="checkbox"/> Officer Wellness and Mental Health |
| <input checked="" type="checkbox"/> 8.0 Procedural Justice | <input type="checkbox"/> Psychology of Domestic Violence |
| <input type="checkbox"/> Reporting of Child Abuse and Neglect | <input type="checkbox"/> Sexual Assault Trauma Informed Response |
| <input type="checkbox"/> Use of Force | <input type="checkbox"/> De-Escalation Techniques |
| <input type="checkbox"/> High-Risk Traffic Stops | <input type="checkbox"/> Law concerning stops, searches, and use of force |
| <input type="checkbox"/> Officer Safety Techniques | <input type="checkbox"/> Firearms Restraining Order Act |

Specialized Training

- | | |
|--|---|
| <input type="checkbox"/> Crisis Intervention Team Training (CIT) | <input type="checkbox"/> Lead Homicide Investigator |
| <input type="checkbox"/> School Resource Officer | <input type="checkbox"/> Sexual Assault Investigator Training |
| <input type="checkbox"/> Epinephrine Autoinjector (Epi Pen) | <input type="checkbox"/> Opioid Antagonist (NARCAN) |
| <input type="checkbox"/> Drug Recognition Expert (DRE) | <input type="checkbox"/> Advanced Roadside Impaired Driving Enforcement (ARIDE) |

To receive a State Certificate / training credit for the above listed mandates, no more than 10% of the course hours can be missed.

“Enrollment in MTU#2 classes is limited to ON DUTY law enforcement/corrections officers or MTU#2 member agency employees”