**East Central Illinois Police Training Project MTU 12**

**TO:** Law Enforcement Administrators

**FROM:** Kevin Koontz, Police Training Director

**DATE:** January 28, 2025

**RE:** Training Announcement

***Basic Instructor Development*** will be held on **April 8-11th, 2025** at the ILEAS Training Center.

This course is certified by the Illinois Law Enforcement Training and Standards Board for the following mandates:

* Procedural Justice (2.0hrs)
* Cultural Competency (3.0hrs)

***Course Description:***

This course will prepare Law Enforcement Officers to be effective trainers for their agency & MTU with emphasis on addressing the Illinois Law Enforcement Training & Standards Board approved guidelines.  It will provide a foundation for the trainer’s legal professional role & responsibilities when teaching for their law enforcement agency, the MTU, or an academy.

This course is presented by Jan Mirikitani.

Please register officers via online registration at MTU12.com **by March 25th.**

**Department Sign-Up Sheet**

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Department Training Staff:

Please use this sheet as an inter-department sign up sheet for staff who are interested in registering for the course. Then, after determining staffing levels, department needs, etc… please visit [www.mtu12.com](http://www.mtu12.com) and register those who will be attending.

East Central Illinois Police Training Project

MTU 12 • Illinois Law Enforcement Training & Standards Board

**April 8-11th, 2025**

**Basic Instructor Development**

* Methods for assessing trainee needs & abilities before writing learning objectives & developing an appropriate source document.
* How trainers can build a racial/ethnic, sexual/sexual orientation, religious-fair respectful learning climate.
* Discuss & teach the logic, design, & use of a lesson plan.
* Provide a workshop environment for writing: (1) learning objectives, (2) lesson plan, (3) source document, (4) course synopsis, & (5) identification of Illinois Law Enforcement Training & Standards Board approved training mandates guidelines. Discussion of the purpose & legal responsibilities of each.
* Methods or Instruction:  Helping all trainees learn
* Discuss & practice methods for increasing public speaking confidence, reducing nervousness, & increasing quality delivery during classroom teaching.
* Audio-visual training aids & equipment, discussing the do’s & don’ts of quality PowerPoint presentations & handouts.
* Training Liability.
* How to increase learner skills & evaluate learner outcomes, towards gaining accurate feedback to validate if training objectives are addressed.

**LOCATION:** ILEAS Training Center **HOURS:** 8:00 am - 4:00 pm

1701 East Main St. **TUITION:** - 0 -

Urbana, IL 61802

**Presented by:**

**Jan Mirikitani**