

held at the Towamencin Police Department, Lansdale, PA (N. Philadelphia area)

## First Line Supervision

March 9, 2009 from 8:00am-4:00pm

**for police, sheriff's, fire, corrections and 911 first line supervisors**

This course teaches more practical supervisory skills in one day than most courses do in three days. Supervisors learn how to use proven motivation, leadership and interactions.

### Student will be able to:

- \*explain supervisory legal and fiduciary responsibilities.**
- \*apply basic principles of employee motivation, leadership and performance management in day-to-day performance problems.**
- \*complete a Critical Incident Report that documents an employee's performance problem.**
- \*conduct a Problem-Solving Conference and document a plan for performance improvement.**

Students receive the class manual containing the forms discussed in class ready to use. Certificate of attendance. Class size is limited, please register early.

### **Your National Instructor will be:**

John Detchon has thirty years as a sworn officer, serving five years with a major state highway patrol and presently twenty-five years with the sheriff's department. John is a former 911, Jail, and Detective Commander and currently the commander of the patrol division. He is a graduate of the Ohio State Highway Patrol Academy, Ohio Peace Officer's Academy, attended Kent State University and is a certified Corrections Academy instructor and Ohio Police Basic Instructor. John is also an adjunct instructor at Cuyahoga Community College and Ohio Bailiff Basic Training Instructor.

**Master Card, Visa, Discover**

**Save \$20 per student by prepaid tuition**

**PrePaid-all checks & CC postmarked by March 2, 2009**

**RegularTuition-Checks Postmarked March 3, 2009 and later**

**\$115 First Registrant  
\$105 Each Additional**

P.O's Vouchers, Claims but does not guarantee the rate.

**\$135 First Registrant  
\$125 Each Additional**

### **How to Register:**

Fax this entire page to VMA 614-451-8905 Or call 800-331-8025 Or Email: vmanet.com (Duplicate this form if needed)

Contact

Name \_\_\_\_\_ Dept \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PH \_\_\_\_\_ FAX \_\_\_\_\_ Check to be mailed \_\_\_\_\_

PO# \_\_\_\_\_ CC# \_\_\_\_\_ EXPDate \_\_\_\_\_

Students names:

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

We will promptly remove your fax number if you call 800.331.8025  
Receive future training notifications by email, go to [www.vmanet.com](http://www.vmanet.com)

**Van Meter & Associates, Inc. ([www.vmanet.com](http://www.vmanet.com))**

Training & Organizational Development for Public Safety Forces

The "How to" company from Coast-to-Coast since 1982

P.O. Box 21313  
Columbus, Ohio 43221