



**New Jersey State
Association of Chiefs of Police**

LEADING NEW JERSEY LAW ENFORCEMENT SINCE 1912



NJSACOP

FRONT LINE SUPERVISION PROGRAM

Any supervisor/officer who is a committed law enforcement professional with a desire to lead people effectively and who is motivated to develop skills in:

**COMMUNICATION
ACTIVE LISTENING
DELEGATION
MENTORING SUBORDINATES
MEASURING COMPETENCIES
SETTING GOALS AND LEADERSHIP
LEADING THE NEW GENERATIONS OF POLICE OFFICERS
TEAM BUILDING
EVALUATING PERSONNEL
ETHICAL DECISION MAKING
COMMAND POST LEADERSHIP**

DATES AND LOCATIONS:

All training dates are 8:00 a.m. to 6:00 p.m.

10-03	ATLANTIC COUNTY POLICE TRAINING CENTER	April 28, 29, May 06, 07
10-04	MORRIS COUNTY POLICE ACADEMY	September 14, 15, 20, 21

**NEW JERSEY STATE ASSOCIATION OF CHIEFS OF POLICE
ONE GREENTREE CENTER – SUITE 201
MARLTON, NEW JERSEY 08053**

PHONE: 856-988-5880 FAX: 856-810-0223 EMAIL: NJSACOP@NJSACOP.ORG

The NJSACOP Training and Education Division is proud to offer a brand new and cutting edge comprehensive training program for Front Line Supervisors. Our training was developed in 2009 as a result of an extensive needs assessment that examined current best practices and identified gaps that exist within the New Jersey law enforcement community. Through careful design, our program takes place over the course of two weeks with 4 (10) Hour Training days to benefit both participants and sending Agencies.

COURSE PROJECT

The foundation for this course is the mandatory course project. Each participant will be required to identify a process, procedure, or operation that needs to be improved or currently does not exist within their respective Department. After choosing the topic, the participant must develop a new process, procedure, or approach that will be presented to their respective Chief of Police for consideration. There is sufficient time dedicated to towards the completion of a comprehensive project that will be presented orally to the class.

TOPIC AREAS

- **Role of the Supervisor:** Management Vs. Supervision / Expectations / Qualities
- **D.I.S.C. Assessment:** DISC Profile 2.0 Personality System Profile / Communication
- **Evaluating Personnel:** Identification of Strengths and Weaknesses / Common Errors
- **Mentoring Personnel:** Informal and formal mentoring / Bridge the Gap
- **Internal Affairs:** Risk Mitigation Strategies / Best Practices
- **Performance Measurement:** Strategies and Metrics for proper evaluation for operations
- **Ethical Dilemmas:** Scenario based training / Decision Making
- **Team Building:** Development of strong and productive teams / Communication
- **Incident Command:** Post Leadership leadership and management skills
- **Customer Service:** Developing Great Customer Service "Protect and Serve"
- **Cultural Diversity:** Realistic Strategies to overcome obstacles in the community
- **Decision Making:** 7 Step Decision Making / Ethical Pillars / Routine vs. Tactical

WHAT TO EXPECT

Each participant will receive a course pre-packet that will provide a detailed course description, as well as the preparation required to successfully complete this course. Each course will be overseen by a NJSACOP Course Coordinator who will serve to assist each participant with their course requirements or needs and will be available both during and after class. Each participant will participate in group exercises, problem solving, role play, and other educational methodologies to reinforce the prescribed learning objectives. Each participant will receive the following:

- **D.I.S.C. 2.0 Classic Personality Profile System Book**
- ***"Effective Phrases For Performance Appraisals: A Guide to Successful Evaluations"*, authored by James E. Neal**

FRONTLINE SUPERVISOR PROGRAM INSTRUCTOR TEAM



Through a partnership with The Rodgers Group, LLC, the NJSACOP have assembled a highly qualified and professional core group of training instructors. Our Training Team offers a unique blend of training expertise combined with practical, hands-on management and leadership experience in supporting a wide array of training needs for all levels of law enforcement. Collectively, our team members offer many decades of law enforcement training service as police officers, college professors, and public servants. Collectively, our team has authored, co-authored, or edited numerous articles on a variety of law enforcement issues to dissertations on adult learning styles and determinants of effectiveness of leader performance. Our team members are enthusiastic about this training product and stand ready to deliver a program that exceeds your expectations.

NJSACOP TRAINING TEAM

Michael Anderson retired as Captain after a 24 year distinguished career with the Willingboro Township Police Department. Possesses extensive experience in training development, classroom instruction, and instructional methodologies across a wide breadth of law enforcement topic areas. Mr. Anderson currently is assigned to the New Jersey State Office of Emergency Management Field Training Unit. He currently serves on the adjunct faculty staff for both the Texas Engineering Extension Service (TEEX) and the Human Resources Development Institute (HRDI).

Dr. Bill Toms retired from the New Jersey State Police at the rank of Major after a 25 year career distinguished by leadership positions in investigations, intelligence, internal affairs, training, and organizational development. Dr. Toms possesses doctoral degree in human resource development from The George Washington University and he serves as an adjunct faculty member for both Fairleigh Dickinson University and the Penn State University JASI Program.

Vance Mattis retired from the New Jersey State Police at the rank of Lieutenant after a 20 year career distinguished by leadership positions on the New Jersey Turnpike and the New Jersey State Police Academy. Mr. Mattis has extensive experience in Frontline Supervision Training, as he has coordinated a dozen such courses while training 350 police officers. Mr. Mattis possesses a M.A.S. from Fairleigh Dickinson University and currently serves on the faculty staff for the Penn State University JASI Program.

Dr. Ernest "Bub" Kovacs serves as an Assistant Professor for Fairleigh Dickinson University and possesses a doctoral degree from Rutgers University in Education – Administration and Theory. His focus is on partnering, facilitation and organizational development programs. He has over 30 years experience assisting individuals and teams in achieving their fullest potential. Dr. Kovacs has trained hundreds of police officers in areas ranging from Leadership to Strategic Planning.

2010 NJSACOP FRONTLINE SUPERVISOR PROGRAM

TRAINING SITES

NORTH: **MORRIS COUNTY PUBLIC SAFETY TRAINING ACADEMY**
500 WEST HANOVER AVENUE
PARSIPPANY, NEW JERSEY 07054
Phone: 973-285-2979
Fax: 973-285-2971
Web: www.morrisacademy.org/police/pindex.asp
Directions: www.morrisacademy.org/directions.asp
Director: Chief Daniel Colucci, ret.

SOUTH: **ATLANTIC COUNTY "ANTHONY CANALE" TRAINING CENTER**
5033 ENGLISH CREEK AVENUE
EGG HARBOR TOWNSHIP, NEW JERSEY 08234
Phone: 609-407-6724
Fax: 609-407-6717
Web: <http://www.aclink.org/ptc/>
Directions: http://www.aclink.org/ptc/mainpages/directions_detail.asp?directionid=3
Director: George Nettles