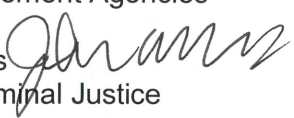


Course Announcement

To: All Law Enforcement Agencies

From: John C. Moses 
Director of Criminal Justice

Date: August 8, 2022

Re: **NHTSA Instructor Development Course**
CJA114-5062
MPCTC Approval #: P45409 (40 hours)

October 17 to 21, 2022

Location: Eastern Shore Criminal Justice Academy
Hazel Center, Room 302
32000 Campus Drive
Salisbury, MD 21804
410-572-8750

Dates & Times: Monday, October 17 to Friday, October 21 0745 to 1700

Fee: Paid for by the NHTSA grant.

Reservations: Email requests to escjaregistration@worwic.edu
This grant limits enrollment to only police agencies.

This course is designed to meet the requirements for Basic Instructor Certification.

This course is co-sponsored by the National Highway Transportation Safety Administration and the Eastern Shore Criminal Justice Academy. This is a "hands on" program which will include the following topics: describing roles and characteristics of a great instructor, discussing adult learning styles, demonstrating effective communication and speaking skills, learning how to plan and organize your presentation, how to develop and use instructional media, preparing a standardized curriculum/lesson plan, learning facilitation techniques, defining open and closed questioning in the classroom, strategies of classroom management, and techniques for successful team teaching.

Upon completion of this course, the student should be able to:

1. Identify methods for making instruction interactive.
2. Describe how physical appearance and body language can affect visual effectiveness when conducting training.
3. Explain the steps in the training documentation process.
4. Identify and create performance objective statements for the cognitive, affective, and psychomotor domains.

5. Develop an effective lesson plan.
6. Select appropriate instructional media to accompany training.
7. Explain strategies for dealing with problems and disruptions in the classroom.

This course is designed to meet requirements as mandated by the Maryland Police and Correctional Training Commissions and to meet the annual in-service requirements.

Class Size: Seating limited.

Attendance: You must attend the entire course to receive in-service credit.

Dress Code:

To maintain a professional appearance, all in-service officers/staff must follow the prescribed dress code to be admitted to any training held at the Academy.

- Uniform of the day recommended
- Shirt with a collar—**No** t-shirts or tank tops
- Docker style pants, BDU's or suit—**No** shorts or jeans
- Full shoe with socks—**No** sandals

Firearms—All officers wearing a handgun on campus in plain view MUST also wear his/her badge in plain view.

Failure to Adhere to the Dress Code

Academy attendees will be denied admittance to the classroom or range and a report will be sent to the Chief/Sheriff/Warden/Director, stating the reasons the officer/staff was not permitted to attend the training session.



- Complete the ESCJA Reservation Form (pdf file attached to this email)
- Type, do not handwrite, required information onto form
- "Save" and email saved file to escjaregistration@worwic.edu

You will be notified if your seat is confirmed or if you have been placed on standby.