

# CJ G095: LEADERSHIP DEVELOPMENT PROGRAM FOR LAW ENFORCEMENT

Item	Value
Top Code	210500 - Administration of Justice
Units	3 Total Units
Hours	80 Total Hours (Lecture Hours 40; Lab Hours 40)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	Yes
Basic Skills	Not Basic Skills (N)
Repeatable	No
Open Entry/Open Exit	No
Grading Policy	Pass/No Pass (B)

## Course Description

This course is designed to teach the necessary components for examining and learning the essentials of leadership and to recognize and distinguish issues which influence police integrity, public trust, and loyalty. It analyzes the evaluation policy of the law enforcement agency. It appraises the current system, and examines how assertive leadership influences the behavior and performance of subordinates. It also teaches preparation and formulation of employee performance appraisals. It compares and assesses the supervisor's role in the disciplinary process. In addition, it examines connection between leadership and effective communication. The difference between civil and criminal accountability will be explored and debated along with the concept and application of Community Oriented Policing and Problem Solving. PREREQUISITE: CJ G064 and CJ G070. Not Transferable.

## Course Level Student Learning Outcome(s)

1. Course Outcomes
2. Examine the first line supervisor's role from several perspectives.
3. Examine issues which influence police integrity and public trust.
4. Examine the concept of leadership as defined for this course.
5. Discuss how assertive leadership influences the behavior and performance of subordinates.
6. Analyze their department's evaluation policy and system.
7. Judge the complex issues relative to employee performance appraisal.
8. Assess the supervisor's role in the disciplinary process.
9. Compare differences between civil and criminal accountability.
10. Define Community Oriented Policing and Problem Solving.
11. 10. Evaluate the supervisory role in relation to personal goals to determine future study and/or action plan.

## Course Objectives

- 1. examine the first line supervisor's role from several perspectives.
- 2. examine issues which influence police integrity and public trust.
- 3. examine the concept of leadership as defined for this course.
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- 5. analyze their department's evaluation policy and system.
- 6. judge the complex issues relative to employee performance appraisal.
- 7. assess the supervisor's role in the disciplinary process.
- 8. compare differences between civil and criminal accountability.
- 9. define Community Oriented Policing and Problem Solving.
- 10. evaluate the supervisory role in relation to personal goals to determine future study and/or action plan.

## Lecture Content

A. Introduction and Overview of Course Objectives 1. Assessment of leadership concepts B. Expanding the Sergeant's Role 1. Management's expectations of the Sergeant 2. Subordinates' expectations of the Sergeant 3. External expectations 4. Role of Sergeant in a Community Oriented Policing Organization C. Ethics and Integrity 1. Public trust 2. Ethics in public service 3. Six Pillars of Characterization 4. Ethical decision making 5. Ethical leadership vs. Popular leadership 6. Personal/Professional/Organizational Values 7. Ethical dilemmas 8. Organizational culture factors D. Leadership Concepts 1. Compare leadership to management 2. Attributes and qualities of effective leaders 3. Identification of leadership values 4. Task orientation of leadership 5. Situational leadership model 7. Theory X and Theory Y Model 8. Team building E. Assertive Leadership 1. Motivation 2. Respect, Responsibility, and Accountability 3. Delegation vs. Abdication 4. Consistency and fairness F. Performance Evaluation 1. Review of evaluation process 2. Define performance 3. Elements of a good appraisal system 4. Preparation of Evaluation 5. Pride - Professionalism - Productivity 6. Counseling G. Disciplinary Processes 1. Defining disciplinary process 2. A management overview 3. Assessing work conditions that contribute to misconduct 4. Recognizing sub-standard, standard, and exceptional job performance 5. Supervisor's role in administrative investigations 6. Peace Officer's Bill of Rights and Constitutional protection 7. Due process 8. Files: Personnel/Disciplinary H. Liability 1. Course and scope 2. Liability to third parties 3. Negligence 4. Fireman's rule 5. Reporting use of force I. Community Oriented Policing and Problem Solving - COPPS 1. The three eras of policing 2. Community Oriented Policing defined 3. Problem Oriented Policing Defined 4. Characteristics of an Effective Community Oriented Policing and Problem Solving Supervisor J. Communications Issues 1. Reinforcing verbal/non-verbal communications skills 2. Employing listening skills

## Lab Content

A. Introduction and Overview of Course Objectives 1. Assessment of leadership concepts B. Expanding the Sergeant's Role 1. Management's expectations of the Sergeant 2. Subordinates' expectations of the Sergeant 3. External expectations 4. Role of Sergeant in a Community Oriented Policing Organization C. Ethics and Integrity 1. Public trust 2. Ethics in public service 3. Six Pillars of Characterization 4. Ethical decision making 5. Ethical leadership vs. Popular leadership 6. Personal/Professional/Organizational Values 7. Ethical dilemmas 8. Organizational culture factors D. Leadership Concepts 1. Compare leadership to management 2. Attributes and qualities of effective leaders 3. Identification of leadership values 4. Task orientation of leadership 5. Situational leadership model 7. Theory X and Theory Y Model 8. Team building E. Assertive Leadership 1. Motivation 2. Respect, Responsibility, and Accountability 3. Delegation vs. Abdication 4. Consistency and fairness F. Performance Evaluation 1. Review of evaluation process 2. Define performance 3. Elements of a good appraisal system 4. Preparation of Evaluation 5. Pride - Professionalism - Productivity 6.

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## **Method(s) of Instruction**

- Lecture (02)
- Lab (04)

## **Reading Assignments**

Seven Habits of Highly Effective People, 1990, Stephen R. Covey Selected instructor handouts

## **Writing Assignments**

Students will prepare a specific staff report relating to his/her department.

## **Out-of-class Assignments**

## **Demonstration of Critical Thinking**

Students will participate in an active discussion of desirable leadership qualities in the law enforcement environment

## **Required Writing, Problem Solving, Skills Demonstration**

Students will prepare a specific staff report relating to his/her department.

## **Eligible Disciplines**

Administration of justice (police science, corrections, law enforcement): Any bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience.

## **Textbooks Resources**

1. Required Stephen R. Covey. Seven Habits of Highly Effective People, ed. , 1990