COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

"Our Mission: To Continually Enhance the Professionalism of Law Enforcement in Serving Its Communities."

INSTRUCTOR DEVELOPMENT INSTITUTE

Multi-faceted programs to develop professionalism in law enforcement instruction…

INSTRUCTOR DEVELOPMENT INSTITUTE OVERVIEW

The Instructor Development Institute (IDI) provides multi-level, multi-track programs to develop professionalism in the delivery of law enforcement instruction. Beginning with a foundation course and competency verification, subsequent levels of the IDI build in a modular format and provide for advancement and specialization in different areas of law enforcement training.

The IDI is grounded in contemporary adult learning methodologies, paralanguage, critical thinking, taxonomies of learning, and presentation and platform skills. Progressive learning and proficiency in additional dimensions of subject matter expertise, instructional technology and design, and mentoring, coaching, and leadership, eventually lead to instructional mastery. Following are descriptions of the four POST-certified instructor programs of the IDI.

Basic Instructor Certificate Program (Level 1)

This is the entry-level or basic program for POST instructors and is based on successful completion of the Basic Instructor Certification Course or an equivalent program. This program includes at least 24 hours of instructor development training followed by verification of core competencies.

Intermediate (Level 2)

This program develops the journeyman instructor who, in addition to the Basic Level 1 course, completes required and elective courses. Through the Intermediate course an instructor will become proficient with technology and training aids and be able to effectively deliver a given curriculum to a variety of learning styles.

Advanced (Level 3)

This program introduces an instructor to more advanced components of training such as; instructional design and delivery. It builds on coursework and experience gained through the Basic and Intermediate courses with additional training to develop training delivery and instructional design. It also includes a leadership, mentoring and coaching component, advanced technology and critical thinking.

Master Instructor Certification (MICC – Level 4)

This program leads an instructor through a professional project in the form of a Total Training Package by training the instructor in the complete use of an Instructional Systems Design (ISD) model. Instructors attending and graduating from the MICC are expected to serve as a resource to POST and the training community to include coaching and mentoring other instructors in IDI Levels 3 and 4.

BASIC – LEVEL 1

"A Foundation of Knowledge"

The Basic Instructor Course is the foundation of the IDI and other POST-certified training for instructors. The Instructor Certification Course (24-40 hours) or its equivalent will provide the entry-level or apprentice instructor with the basics of contemporary adult learning methodologies, paralanguage, critical thinking, taxonomies of learning, and presentation and platform skills.

Knowledge & Skill Components	Expected Outcomes
- Basic Course Instructional System - Roles & Responsibilities of Instructors - Adult Learning Concepts - Lesson Planning - Presentation & Facilitation Skills - Learning Styles - Use of Learning Resources & Training Aids - Evaluation Techniques - Legal & Safety Issues	Instructors will: - Understand the importance of "learner-focused" or "learner centered" training - Incorporate learner-focused activities into their classes
Observed Teaching – student instructors are observed giving a presentation in the course and are given formal ratings by the facilitators.	Competency Verification checklist completed and given to the student.
Equivalent Courses	Academy Instructor Certification Course (AICC) Institute of Criminal Investigations Instructor Course (ICI-I)
40 Hours	

INTERMEDIATE – LEVEL 2

"Building and Enhancing Skills to 'Turn on Learning' in the Classroom"

Knowledge & Skill Components	Expected Outcomes
♦ Core Course	Instructor will demonstrate facilitation and presentation skills in the classroom using techniques and learning activities that enhance all learning styles.
♦ Presentation Skills	Platform skills designed to give confidence and professionalism to the instructor as they speak to classes.
♦ Critical Thinking Skills ♦ Socratic Questioning Methods	Instructor guides learners through process of tying learning activities to discussions and synthesizing material through connecting those activities and discussions toward a desired outcome.
♦ Technology (Audio/Visual) ♦ Job Aids	Instructor is skilled at using the Internet as a resource; uses technology to enhance classroom activities; and creates learning aids that reach all learning styles.
♦ Subject Matter Expertise	Instructor will know current laws, content and procedures in their field of expertise that would qualify them to teach the subject matter

Core Course = 24
Critical Thinking = 8 ⎤ **(Taken as a one week 40-hour class)**
Presentation Skills = 8 ⎦
Instructional Technology = 24 – standalone course

Total Hours Intermediate = 64

ADVANCED – LEVEL 3

"Creating a Dynamic Classroom for Learning"

Knowledge & Skill Components	Expected Outcomes
◆ **Intermediate Course(s) (Level 2) are a prerequisite**	All student instructors must take the course "Student Learning Outcomes" on the POST Learning Portal between Levels 2 & 3.
◆ Instructional Systems Design (ISD)	Instructor will learn the beginning stages of curriculum design through the Basic ISD model and Understanding by Design.
◆ Leadership, Mentoring and Coaching *(This course may be taken at any time and does not require a prerequisite).*	Instructor will learn to be an effective mentor and coach for other instructors through the attendance of the 24-hour Leadership, mentoring and coaching course. They will be an example to others as a leader in the training arena.
◆ Designing Learning Activities	Instructor will design and conduct learning activities which can be applied to a module of instruction that they currently teach.
◆ Subject Matter Expertise	Instructors will continue to upgrade their instructional and subject matter expertise and keep current on laws and procedures through self-directed learning.
◆ Lesson Planning	Instructor will design and develop lesson plans and instructional materials using Adult Learning Concepts and appropriate learning Taxonomies e.g. Bloom's and Dave's.
◆ Mentoring	Instructors will receive mentoring from a Master Instructor during Advanced level Part 1 and 2.
◆ Instructional Technology Update	Intermediate and advanced skills and knowledge related to MS office when preparing presentations and documentation for training. Expands on the skills taught in Instructional Technology. **(A prerequisite to MICC)**
◆ Elective – 24-hour Critical Thinking Course	To enhance the critical thinking skills of the Level 3 instructor. **(A prerequisite to MICC)**
Learning Portal Course "Student Learning Outcomes" = 2 **Advanced Course Part 1 = 40** **Advanced Course Part 2 = 16** **Mentoring, Leadership and Coaching = 24** **Critical Thinking as an Instructional Model = 24** **Instructional Technology = 16** **Total Hours Advanced = 122**	

MASTER INSTRUCTOR – LEVEL 4

"Developing Tools to Create an Effective Course

Knowledge & Skill Components	Expected Outcomes
Advanced (Level 3) is a prerequisite to attending MICC. A 24-hour Critical Thinking and 16-hour Advanced Technology class is also a prerequisite	Prerequisite – A foundation to build on…
♦ Advanced Instructional Systems Design	Instructors will develop a Total Training Package (TTP) with validation measures. They will utilize the ISD model to develop a minimum of a 24-hour course for law enforcement.
♦ Advanced Critical Thinking and Classroom Facilitation	Instructors will apply critical thinking skills in instructional design and class facilitation, including the development of lesson plans and learning activities.
♦ TTP Presentation/Evaluation	Instructors will attend and present their TTP work at a workshop and be evaluated by a panel of Subject Matter Experts as the final workshop in the MICC. Instructors must demonstrate competency in instructional design and present a project that can be used in the POST system.
♦ TTP Pilot project	Instructors will deliver their TTP in the proper Law Enforcement venue.
♦ Mentoring	Instructors will receive mentoring from a Master Instructor for the entirety of their time in the MICC.

Orientation Workshop = 24
Core Course = 40
Progress Workshop #1 = 24
Progress Workshop #2 = 24
TTP Validation = 32

Total Hours for MICC = 144

(Does not include the 24-hour critical thinking and 16-hour advanced technology classes. Total hours inclusive of this course for MICC are 184). The MICC process takes 11 months to complete.

Total hours that an IDI student will attend all course work to attain Master Instructor is 370. This is most likely to occur over a two to three-year period but could take longer depending on a student's availability. In rare cases the student may elect to pursue all coursework in a shortened period of time – again dependent on ability and availability to do so.