

CITY OF ANDERSON POLICE DEPARTMENT

Anderson, South Carolina

DIRECTIVE TYPE General Order	EFFECTIVE DATE March 1, 2007	NUMBER 1117
SUBJECT Required Training for Personnel Employed in Career Development Activities		
REVISED		
REFERENCE SCLEA 11.1.17	AMENDS/SUPERSEDES All Others	
DISTRIBUTION All Personnel	RE-EVALUATION DATE Annual	NO. PAGES 1

A. Purpose

To ensure that personnel who are employed in activities that affect members' career development are properly trained.

B. Policy

Personnel that may be assigned to conduct career development activities shall undergo an orientation period that will provide increased knowledge and skills in at least the following areas as specified in this general order.

C. Procedures (SCLEA 11.1.17)

1. Required Training for Personnel Employed in Career Development Activities:
 - a. General Counseling Techniques.
 - b. Techniques for Assessing Skills, Knowledge, and Abilities.
 - c. Salary, Benefits, and Training Opportunities of the Agency.
 - d. Educational Opportunities and Incentive Programs.
 - e. Record-Keeping Techniques.
 - f. Career Development Programs of Other Jurisdictions; and,
 - g. Availability of outside Resources.

By order of:



 Martin D. Brown, Chief of Police

2-9-2007

 Date