

GEORGIA PEACE OFFICER TRAINING AND STANDARDS COUNCIL
APPLICATION FOR INSTRUCTOR CERTIFICATION

SECTION I

DEMOGRAPHIC DATA

NAME: _____ SSN: _____ TELE: (____) _____
(Last - First - MI)

AGENCY NAME: _____

AGENCY ADDRESS: _____
(Street - City - State - Zip code)

*SECTION II

EDUCATION

List highest level of educational attainment. Attach a copy of Diploma. If High School is the highest level and you are a Georgia Peace Officer no diploma copy need be attached. Higher education diploma must be attached.

SCHOOL NAME: _____ GRADUATION DATE: ____/____/____

LOCATION: _____ HIGHEST DEGREE: _____

SECTION III

INSTRUCTOR TYPE

GENERAL

SPECIALIZED

GUEST

Complete Sections IV, V, and IX thru XI

Complete Sections IV thru VII and IX thru XI

Complete Sections IV and VIII thru XI

SECTION IV

EXPERIENCE

List the two (2) most recent years of direct, on-the-job subject matter related employment.

AGENCY: _____ FROM: ____/____/____ TO ____/____/____

ADDRESS: _____ TELEPHONE: (____) _____

AGENCY: _____ FROM: ____/____/____ TO ____/____/____

ADDRESS: _____ TELEPHONE: (____) _____

(Use additional paper as necessary)

SECTION V

INSTRUCTOR TRAINING

COMPLETION DATE: ____/____/____/____ COURSE NAME: _____

TRAINING HOURS: _____ LOCATION: _____

(Academy/Vendor - State)

A COPY OF THE INSTRUCTOR COURSE COMPLETION CERTIFICATE MUST BE ATTACHED

*SECTION VI

AREA (S) FOR WHICH SPECIALIZED CERTIFICATION IS REQUESTED

(Check the appropriate area(s))

A. [____] Firearms (CF09900) B. [____] Emerg. Med. (CE09900) C. [____] Def. Tactics (CD09900)

D. [____] Driver Trng. (CT09900) E. [____] Speed Detect. (CR09900) F. [____] Hazard. Mat. (CH09900)

(Continue on reverse side)

SECTION VII

SPECIALIZED INSTRUCTOR TRAINING

List all specialized training that qualifies you to teach in the specialized area. Copies of diplomas/certificates must be attached.

COURSE NAME: _____ LENGTH: _____
(Total training hours)

LOCATION: _____ DATE COMPLETED: ____/____/____
(Academy name and State)

COURSE NAME: _____ LENGTH: _____
(Total training hours)

LOCATION: _____ DATE COMPLETED: ____/____/____
(Academy Name and State)

SECTION VIII

CREDENTIALS/QUALIFICATIONS

(Use additional paper as necessary)

List the Course and Topic where the Guest Lecturer will be utilized.

COURSE	TOPIC	FREQUENCY
1. _____		
2. _____		

SECTION IX

ATTESTATION

I hereby attest and affirm that the information contained herein is complete, true and correct to the best of my knowledge.

Signature of Applicant: _____ DATE: ____/____/____

SECTION X

REQUESTING AGENCY OR ORGANIZATION (if other than academy)

AGENCY: _____ DATE OF REQUEST: ____/____/____

ADDRESS: _____
(Street, City, State, Zip code)

NAME/TITLE: _____
(Agency Representative requesting recognition)

SIGNATURE: _____

SECTION XI

ACADEMY DIRECTOR APPROVAL

ACADEMY DIRECTOR: _____ DATE: ____/____/____
Signature (Required)

ACADEMY NAME: _____

POST USE ONLY

Review
TSD: _____ APPROVED: _____ *DISAPPROVED: _____ DATE: ____/____/____

* REASON FOR DISAPPROVAL: _____

POST INSTRUCTOR CODE OF CONDUCT AND ETHICS

As a Georgia Peace Officer Standards and Training Council certified instructor, I understand and agree to the following:

POST MISSION STATEMENT

It is the mission of the Georgia Peace Officer Standards and Training Council (P.O.S.T.) to provide the citizens of Georgia with qualified, professionally trained, ethical and competent peace officers and criminal justice professionals.

The Georgia P.O.S.T. Council administers the regulatory process, sets the standards for training and certification, and provides essential technical assistance to the law enforcement community.

The Georgia P.O.S.T. Council provides the highest degree of excellence in public safety service and eliminates unqualified individuals from the law enforcement profession.

PROFESSIONAL CONDUCT

As a law enforcement officer and POST certified instructor, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality, and justice.

I recognize the privilege of being a POST certified instructor and the public faith bestowed in me. I hereby adopt and accept the following code of conduct:

- I shall conduct myself at all times in a manner consistent with the **highest** ethical standards.
- I shall maintain the public trust, highest integrity, and good reputation of the Georgia Peace Officer Standards and Training Council.
- I will exhibit the ethical code of the Georgia Peace Officer Standards and Training Council as an instructor to my students, my fellow instructors, my department and the public.
- My actions as an instructor will always protect my students' physical or mental well-being. I will act unselfishly in this aspect with the highest regard for others as my foundation.
- I will conduct myself in a manner that will bring credit to the law enforcement profession. I will carry out my duties for the highest public good and strive vigilantly to be free from personal or private interest motivations that could negatively affect the public's perspective of me and my profession.
- My personal standards of behavior will allow me to remain objective, fair, and present impartial decisions in my instruction and actions. My strength of character will prevent ethical problems, and I will accept only those benefits that are reasonably judged to be fair and unrelated to any of my pending/future decisions or actions.
- Honesty, courtesy, consideration and respect for the rights and privileges of students, fellow instructors, and citizens throughout the State will be my guiding values and principles.
- Knowing that my conduct affects the efficiency, safety and discipline of my classes, I shall strive to be the instructor that students wish to teach them. My classes shall be free of conduct that could be deemed as harassing, profane, demeaning, discriminatory, harmful, or unfair.

- My attitude shall reflect an “ethical state of mind” in all areas of instruction. Characteristics of my classroom will include optimism, enthusiasm, confidence, commitment, honor, and appreciation of my moral obligations instead of the tools of cynicism.
- Respect for the diverse population of this country shall be understood, exhibited, and practiced in my classroom at all times.
- My own personal scholarship and preparation will be the method by which I provide the highest level of instruction.
- Consequences for any incident involving my lack of self discipline, my bad decisions, or my unwillingness to address ethical problems within myself or others are expected. I commit to pay the price for “doing things right” and addressing these issues timely throughout my tenure.
- Protection of all tests and performance evaluations will be my responsibility. Integrity of the testing process will be unquestioned under my instruction. I will strictly adhere to all rules, regulations, and ethical practices related to testing, performance evaluations, and any test result interpretations.
- Properly and adequately communicating to all students the rules of the tests, expectations for academic or physical performance, grading methods or scales, and interpretation of the results within this ethical standard is understandably my task.
- My self respect will be exhibited in my appearance in uniform, business attire, or field training attire. Respect will be maintained and communicated to my students in terms of care of any equipment and property used during the course of training and instruction.
- I will model effective use of force in conversation and in interactions with students and others.
- My instruction will endeavor to include the following:
 - ❖ Encouragement of all students to do their best;
 - ❖ Presentation of material in a manner that creates an environment of eager learning;
 - ❖ Demonstration and practice of methods in the correct and ethical manner avoiding the temptation to show “how not to do something”;
 - ❖ Sincere appreciation for the struggle and stress that may accompany the efforts to gain new knowledge or skills;
 - ❖ Inspiration for both the gifted and challenged learner;
 - ❖ Constructive directions to correct mistakes and guide improvement;
 - ❖ Experience to allow students to fail and make mistakes in an environment that shows the understanding that sometimes the best learning takes place in overcoming obstacles; and
 - ❖ Genuine assistance to help every learner to achieve their goals;

My instruction in any law enforcement training facility, department, or educational/training venue shall constitute my acceptance of the specific requirements and the general standards stated above.

Agreed to by:

Instructor Signature

Date

Instructor Address: _____

Phone: _____

Email: _____