
	<b>Florida State University Police Department</b>	
<b>First Line Sworn Supervisor Training</b>		
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**Purpose**

To establish guidelines for sworn members of the FSU Police Department for newly promoted or temporarily appointed first line sworn supervisors.

**Policy**

For the effectiveness of the Florida State University Police Department (FSUPD), it is essential that probationary sworn first line supervisors and/or officers temporarily appointed as a first line supervisor (Temporary Supervisory Appointment) are provided the initial training that will facilitate their entry into a supervisory capacity within the department. Therefore, it is the explicit policy of the FSUPD to establish, maintain guidelines which provide each newly promoted first line supervisor with the in-house training, mentoring, supervision, and evaluation that will enable them to perform their duties at an acceptable level of competency. Subsequent to the in-house training a newly promoted corporal or sergeant’s probationary period is 1 year from promotion date in accordance with University policy. The Chief shall make the final determination of the probationary corporal or sergeant’s employment status.

**Procedures**

A. General

1. Members newly promoted to a first line supervisory position shall within 12 months of appointment, if not previously completed, complete the advanced CJSTC training courses:
  - a. CJSTC 80-hour Line Supervision Course.
  - b. CJSTC 40-hour Middle Management Course.

If the required courses are not taken within the 12-month period due to unavailability or other unforeseen circumstances, the reason will be noted and they will be completed at the earliest possible opportunity.

2. Members newly promoted to a first line supervisory patrol position shall complete a minimum of one pay period (14 days) shadowing a senior patrol sergeant while working a shift.

3. Members newly promoted to a first line supervisory position shall complete, if not previously completed, an in-house First Line Supervisor training course via the online crossfire training module.
4. Members newly promoted to a first line supervisory position should at the earliest opportunity, complete, if not previously completed, the Florida State University Human Relations Training, Frontline Leadership Program.
5. Members temporarily appointed as a first line supervisor, shall at a minimum and at the earliest possible opportunity, complete, if not previously completed, the in-house First Line Supervisor training course via the online crossfire training module and the Florida State University Human Relations Training, Frontline Leadership Program. Additional training, contingent on the duration of the assignment and course availability, may be mandated by the Uniform Operations Lieutenant.


Glossary

**First Line Supervisor** - officers holding the rank of corporal or sergeant.

**Temporary Supervisory Appointment** - a sworn officer appointed as a First Line Supervisor (either as Corporal or Sergeant) on a temporary basis and for the duration of four weeks or more.

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