

Attention:

Law Enforcement Officers

Domestic Violence Program Victim Advocates

Victim/Witness Program Staff

Prosecutors

Training for Trainers

Law Enforcement Response to Domestic Violence

Wednesday - Friday
December 16-18, 2009

Rappahannock Regional
Criminal Justice Academy

Fredericksburg, Virginia

***The following will be provided to successful
applicants:***

- ❖ ***FREE tuition and training curriculum materials***
- ❖ ***FREE breakfast and lunch, December 16-18, 2009***
- ❖ ***FREE lodging for participants traveling over 50
miles***
- ❖ ***In-service credit for law enforcement participants***

Sponsored by
Virginia Department of Criminal Justice Services
Rappahannock Regional Criminal Justice Academy

Law Enforcement Response to Domestic Violence Training for Trainers Announcement

The Department of Criminal Justice Services (DCJS) is continuing its effort to provide an opportunity for law enforcement trainers at the local level to obtain advanced skills in the area of domestic violence intervention and updated information about Virginia's domestic violence laws. This announcement is to encourage chiefs of police, sheriffs, directors of domestic violence programs, directors of victim/witness programs, Commonwealth's Attorneys, and directors of forensic nurse examiner programs to identify and nominate individuals in your agencies or communities who would be interested in receiving specialized training.

The domestic violence curriculum is most effectively delivered by a two person team - a law enforcement officer and a victim advocate. This training involves **a competitive application process. Applicants are required to apply as a team, which must include a law enforcement officer and a victim advocate.** Prosecutors and other criminal justice officials or community members may also be added to this core team and will be approved on a space available basis.

Nominating Procedures and Related Information

To nominate an individual for this training, review the "*Selection Criteria for Training Participants*" form to assure that the individual meets the minimum criteria. Then complete the "*Application and Personal Information Sheet*" and return it, with an attached resumé, by **5:00 p.m. on Friday, November 13, 2009** to:

Candace Miles
Department of Criminal Justice Services
Office of Programs
1100 Bank Street
Richmond, VA 23219
Phone: (804) 371-6507
Fax: (804) 786-3414
E-mail: Candace.miles@dcjs.virginia.gov

Both of these forms are attached for your convenience. Please complete a separate application for each individual nominee.

The training will take place at the Rappahannock Regional Criminal Justice Academy in Fredericksburg, Virginia on December 16-18, 2009. DCJS will supply all training materials as well as a continental breakfast and lunch each day. There is no tuition fee, but submission of **a team application and resumé are required.** Lodging scholarships will be available for successful applicants who live over 50 miles from the training site. Travel is the responsibility of the participant. Partial in-service credit will be available to law enforcement officers who successfully complete the training.

This program gives localities, especially those with limited training resources, the opportunity to have local “experts” trained in the latest techniques for investigating domestic violence cases and assisting domestic violence victims. Once trained, law enforcement officers will become more comfortable dealing with these cases and victims should be more willing to actively participate in the prosecution of their cases because of the improved treatment received from law enforcement.

Note that this program is an advanced training for skilled instructors, so such topics as trainer floor skills and student learning styles are not covered in this instructors’ school. Participants are expected to already have such training or, if they do not, to obtain this training separately. The Virginia Sexual and Domestic Violence Action Alliance Train the Trainer courses and DCJS General Instructor Schools address such issues and are offered regularly.

Applicants must commit to attending all three days of the training to be considered for the instructors’ school.

Applicants will be notified of their acceptance by email by Tuesday, November 24, 2009.

Law Enforcement Response to Domestic Violence Training for Trainers Selection Criteria for Participants

The following criteria will be used to select individuals who will be invited to participate in the “Law Enforcement Response to Domestic Violence” training event. This training event has a limited enrollment and only the top **40** candidates will be selected to participate.

Please complete the attached **application** form, taking care to provide **all** requested information. A **current resumé** must also be provided. An incomplete application may cause a candidate to be eliminated from competition for available slots. Selection preference will be given to candidates who come closest to meeting the following criteria. Failure to meet one or more of the following state criteria will not necessarily disqualify a potential candidate. **If you have any questions, please contact DCJS Office of Programs’ staff Eleanore Ashman at (804) 225-4060 or Deb Downing at (804) 371-8635.**

- ✓ **Demonstrated Training Proficiency:** A law enforcement professional who is a DCJS certified criminal justice instructor and/or has two years law enforcement training experience, has five years of street experience, or an acceptable combination thereof. A victim advocate who has two years training experience and/or has five years of victim assistance experience, or an acceptable combination thereof.
- ✓ **Demonstrated Domestic Violence Expertise:** A law enforcement professional or a victim advocate with domestic violence expertise obtained through education, training, experience, or an acceptable combination thereof.
- ✓ **Current Training Status:** A law enforcement professional or victim advocate who is an active trainer and who has taught at least twice within the past twelve months.
- ✓ **Current Training Responsibility:** A law enforcement professional or victim advocate who will have responsibility for domestic violence training at the recruit, investigator, or executive level.
- ✓ **Agency Endorsement:** A law enforcement professional or victim advocate who has the endorsement and support of his/her agency administrator for continued delivery of training in his/her region or area of the state.
- ✓ **Collaborative Approach:** A law enforcement professional and victim advocate who will attend the training together and who will train as a team.
- ✓ **Geographic Considerations:** More than one team may be nominated by a locality. However, priority will be given to localities that have not participated in previous schools.

- ✓ **Resumé**: A current resumé for each participant

Certificates of completion will be awarded to participants who successfully complete the training. Complete an application form for each candidate and return by **Friday, November 13, 2009** to:

Candace Miles
Office of Programs
Department of Criminal Justice Services
1100 Bank Street
Richmond, VA 23219
Phone: (804) 371-6507
Fax: (804) 786-3414
E-mail: candace.miles@dcjs.virginia.gov

Law Enforcement Response to Domestic Violence Training for Trainers Application and Personal Information Sheet

A separate application must be completed for each individual requesting attendance. Resumés for each participant must also be provided. Please submit applications and resumés for your team together. Type or print legibly in black ink. Please make copies of this form.

Name _____ **Rank/Title** _____

Agency _____ **Telephone** _____

Address _____ **FAX** _____

E-Mail _____ **Name of Other**
(REQUIRED) _____ **Team Member(s)**
_____ **(REQUIRED)**

Date of Employment _____ **Length of Service** _____

How many years have you worked as a		Please check how many domestic violence cases/victims you work with in a year?	
Law Enforcement Officer?		5 – 10	<input type="checkbox"/>
Victim Advocate?		11 – 20	<input type="checkbox"/>
Prosecutor?		21 or more	<input type="checkbox"/>
Forensic Nurse?			
Other (specify)			

Prior Domestic Violence Training Received

Name of Training Event	Date	Hours
Name of Training Event	Date	Hours
Name of Training Event	Date	Hours
Name of Training Event	Date	Hours
Name of Training Event	Date	Hours
Name of Training Event	Date	Hours

Are you a state certified criminal justice instructor? yes no
Please specify date of certification. _____

Have you completed the VSDVAA (formerly VAASA and VADV) Train the Trainer Course? yes no
On domestic violence? yes no
On sexual assault? yes no
Please specify date(s) of completion. _____

Have you taught at least twice in the past twelve months? yes no
Please specify dates, title of training events.

Prior Experience as a Trainer

Subject Taught	Audience	Hours
Subject Taught	Audience	Hours
Subject Taught	Audience	Hours
Subject Taught	Audience	Hours
Subject Taught	Audience	Hours
Subject Taught	Audience	Hours
Subject Taught	Audience	Hours

By recommending this participant, I agree to have the attendee act as a resource person for other agencies and training academies in this region.

Signature of Agency Administrator

Title

Date

Mail a copy of this form, with signature of agency administrator by **Friday, November 13, 2009 to:** Department of Criminal Justice Services, Office of Programs, 1100 Bank Street, Richmond, VA 23219, Phone:(804) 371-6507, Fax: (804) 786-3414, or e-mail to candace.miles@dcjs.virginia.gov.